

MISAC Meeting Minutes: 6/26/2008

Who: Municipal Information Systems Association - MISAC

Board of Directors in attendance: Mitch, Rick, Greg, Doug, Patton, Scott Lipton, Joan, Jeff, Helen and Gary.

What: June Regular Meeting

When: Thursday, June 26, 2008 Started 3:07

Where: MISAC Offices – Large Conference Room

1415 L Street, Suite 200

Sacramento, CA 95814

(916) 263-1335

Agenda Items

- 1. President's Welcome & Introductions by Mitch**
- 2. Established a Quorum**
- 3. Approval of Minutes - Moved and Seconded (M/S) by Doug and Rick.**

4. Executive Reports Information/Discussion

A) President

B) Managing Director – Scott Lipton

Scott talked about: Introduction to Shaw/Yoder, Inc. Information, Logo/Letterhead/Envelopes and Check Signature Policy.

There was direction given to Scott to “not to exceed” to purchase letterhead and supplies.

Discussion about business cards for chapter officers.

Discussion about setting up an email address for us like info@misac.org. Scott to investigate.

M/S Doug/Greg for a new logo to be developed.

Discussion about check signatures. Now Paul, Mitch and Jeff are signers.

M/S Greg/Gary to approve the signatures and process.

Discussion about a need for a list of “regular” vendors for accounts payable.

Discussion about Scott's title being "Managing Director". Everyone seemed fine with it.

Helen asked how do we measure Scott's performance and outcomes. We discussed member outreach and a need for a strategic plan.

Patton started the discussion about check signing for the chapters. The Southern chapter is stand alone.

Northern chapter checks are coming in.

C) Treasurer's Report - Jeff and Gary

i) State Funds – Discussion about \$60k to \$63k in the fund.

Southern chapter needs to transfer 2007/8 to the state.

It was reported the conference earned about \$10k.

It was discussed and decided to have Scott do the Treasurer's reports, P & L, Bal. sheet, G/L and Bank reconciliation. State board wanted the P&L, Bal. sheet, and budget to actual. The 6/30 report should be available 7/31.

We still need to pay Nick and Amy (2-3 months behind).

Laura Peabody has some expenses to submit.

Tax prep is outstanding at about \$2,500.

Treasurer and Scott to get monthly detail and monthly format.

We discussed the state and chapter dues and percentages. No change
Full membership is \$160 (100 state, 60 chapter). Assoc. membership is \$130 (100/30).

Scott will have the membership list and send to chapters. He received material from the So. Chapters.

ii) Membership counts

D) Conference Chair – Mitch

We discussed many things about the conference and agenda.

i) Conference Program

ii) Events

iii) Registration & Facilities – OJ/Sher Executive Events – We are extremely happy with OJ and Sher running the conferences for us.

E) Awards Program Chair

- i) Excellence in Information Technology Practices Action
- ii) Quality in IT Practices Action

F) Legislative Director

Greg reported no budget as of now. Bills less than \$50k are a no go. Public records regarding GIS is dead for now. Cell phone co. access to gov. land is dead. Video retention is still at 1 year (call into Amy). Calif. Public Safety Comm. standards is going well.

5. Continuing Business

A) League of California Cities Committees

- i) Attendance Report
- ii) Committee Reports

We discussed it is very important to make the League meetings and represent MISAC.

6. New Business

A) Chapter involvement in Board meetings and SYI services

We are to schedule a conference call in the next couple of weeks to discuss strategic planning.

We discussed Amy Brown making introductions to the new CEO for CALPERS. We are hoping to get and update on the tech. upgrade.

7. Adjourned at 5:00