

**Wyoming Geospatial Organization (WyGEO)
4th Quarter Meeting Minutes
Central Wyoming College, Riverton, WY
December 10, 2015**

Board Members Present (7):

Cathy Raney – WyGEO President, Campbell County GIS Coordinator
Shawn Lanning – WyGEO President-Elect, University of Wyoming, WYGISC Research Scientist
Paula Reece – WyGEO Treasurer, Natrona County, GIS Specialist
Joy Hill – WyGEO Secretary-Elect, Big Horn County, Land Planner/GIS Manager
Jeff Sun – WyGEO Director at Large, Casper College, GIS Instructor
Renee Hardy – WyGEO NE Region Director, Casper College School of Science, Academic Assistant
Nyssa Whitford – WyGEO NW Region Director, Wyoming Game and Fish, Sage Grouse GIS Analyst
Steve Vossler – WyGEO SE Region Director, SEO, GIS Specialist

Professional Members Present (13):

Brian Clarkson – GDA Engineers, GIS Project Manager
Reggie Cloutier – Central Wyoming College, Student
Norm Duncan – Fremont County Weed and Pest, GIS/EDRR
Ashley Glynn – Central Wyoming College, Student
Todd Guenther, Central Wyoming College, Anthropology Professor
Kim Johnson – Fremont County Weed and Pest, GIS/EDRR
Tom Johnson – APEX Surveying, PLS/CFEDS
Jacki Klancher – Central Wyoming College, Assistant Professor of Environmental Health
R.J. Mowery – Mowery Seismic Inc., President (Gold Sponsor of this meeting)
Dot Newton, Wyoming Wildlife Federation
Karl Osvald – US Department of the Interior/BLM, Sr. Geologist
Morgan Robins – Central Wyoming College, Student

I. Meeting Called to Order

Cathy Raney, WyGEO President, called the meeting to order at 1:00pm.

II. Welcome and Remarks

Cathy welcomed everyone to the WyGEO 4th Quarter Meeting of 2015, her last meeting as President of WyGEO. Cathy is proud of the many accomplishments of WyGEO since it became an organization five years ago. She identified a few areas where she would like to see improvement in the coming years: lobbying legislature, mentoring, scholarships (ad-hoc committee) and training. Cathy added that Nancy Moody, WyGEO Secretary, and Denyse Wyskup, Regional GIS Administrator at Natrona Regional Geospatial Cooperative, have been working with Esri to bring GIS training to Wyoming (likely in Casper). Cathy has enjoyed her time as President and she looks forward to the accomplishments ahead under the leadership of President-Elect, Shawn Lanning.

III. Review of Last Meeting Minutes

Cathy entertained a motion to approve the 3rd Quarter meeting minutes. Nyssa Whitford, WyGEO NW Region Director, made a motion to accept the minutes. The motion was seconded by Renee Hardy, WyGEO NE Region Director. All in favor. Motion passed.

IV. Treasurer's Report

Paula Reece, WyGEO Treasurer, presented budget details. The amount currently in the WyGEO bank account is \$25,743.65. There are currently 77 paid professional members and 81 unpaid members. Nyssa Whitford asked if there is a better system to notify people of their memberships coming due. Paula said that she now sends email invoices, as well as regular mail, to those members with unpaid dues. Wave invoicing software generates the invoices and they will go out in January of 2016. Paula compares payments shown on the bank statements with the report from Wave.

V. Old Business

1. Unpaid Taxes and Tax-Exempt Status

Following up on discussion at the 3rd Quarter Meeting about WyGEO not paying taxes since its inception as a nonprofit organization five years ago, the group discussed seeking 501(c)(6) or 501(c)(3) tax-exempt status. Shawn Lanning asked for an explanation of the reason for the push to establish a status with the IRS. According to Paula, as far as the IRS is concerned, WyGEO is not a tax-exempt organization, despite its nonprofit status, and should have been filing required forms since the organization started. Paula suggested that we seek a professional opinion before pursuing a particular status option. She has learned from another organization that paperwork is less for one tax-exempt status versus the other; however, she does not feel qualified to choose either status.

Nyssa said another organization she is part of uses the 501(c)(3). She looked up the difference between a 501(c)(6) tax-exempt status and a 501(c)(3) tax-exempt status. The 501(c)(6) is geared towards professional organizations/business leagues and lobbying organizations, whereas the 501(c)(3) is for business leagues not interested in lobbying; they cannot participate in legal campaigns. Cathy mentioned GIS Colorado operating under the 501(c)(3) umbrella of another organization which saves them a lot of money. Paula read a message from GIS Colorado that explained when they first tried to apply for a 501(c)(3), they were denied and told they had to be a 501(c)(6). Now they have been told that they could file on their own under a 501(c)(3) because they have been providing continuous education opportunities and are also offering scholarships to students. Cathy remarked that these attributes are very similar to planned and ongoing WyGEO activities.

Karl Osvald, professional member, asked why we would want a 501(c)(6) since we do not conduct lobbying activities. Cathy explained that there have been discussions recently (3rd Quarter Meeting was last mention) about forming ties to legislature to inform them of our organization. Karl Osvald argued that simply notifying legislative members of our plans is not

formally lobbying. He suggests that we need to be careful becoming an organization that is a registered lobbyist; it could mean paying someone a salary to do that sort of work. He wanted to know what the value would be for WyGEO, a professional technical organization, seeking to qualify its membership as lobbyists. Cathy responded that we need to get a professional opinion regarding the definition of lobbying as it relates to the interests of our organization approaching legislature - if we as an organization approach the legislature to seek support on a bill, is it considered lobbying? She is concerned that our opinions are spoken for the organization, not an individual, and feels it would be in our best interest to seek an attorney's opinion to clarify the definitions. According to Paula, as of 2016, a lot of the rules for tax-exempt organizations are changing, thus WyGEO's timing for asking questions is ideal.

Renee wonders if there is someone at Casper College who could assist with tax law. Karl mentioned that Casper College hosts several 501(c)(3) organizations. Shawn said we need to get answers to two very important questions: 1) How much trouble is WyGEO in for not filing taxes up to now and 2) How do we determine what is best going forward? We need an accountant or a tax lawyer. Several members suggested talking to a tax lawyer.

Brian Clarkson, professional member, said that he quickly looked online and a 501(c)(6) seems geared towards businesses like the NFL. A 501(c)(3) organization would need to keep lobbying under 20% of all that we do. Joy Hill, Secretary-Elect, recommended talking with a representative from Lovell Inc., in Lovell, to ask how they worked through a recent problem with unpaid taxes for their nonprofit organization which is currently a 501(c)(3).

Nyssa made a motion that the WyGEO members from the Casper area approach someone at Casper College (likely Kathy Nottingham, Associate Controller) to get more information about tax-exempt (501(c)(3)) status and then meet with a tax attorney afterwards. The results of those actions will be reported at the next meeting (February). Shawn noted that anything over \$500 needs board approval. No approval for funding over \$500 was discussed or granted. Renee seconded the motion. Paula mentioned that she will work on a plan for what needs to be discussed with an attorney. All in favor. None opposed. Motion passed.

Karl recommended that we have a clear understanding of the lobbying goals of the organization before attempting to render an opinion. Cathy mentioned that the organization has already sent a letter to representatives in the past. Nyssa will ask a few of her friends who are attorneys for advice on how to proceed. Joy suggested sending a statement to the chosen tax attorney in advance of a consultation to give them time to prepare.

2. Impact of Tax-Exempt Status on Scholarships

Cathy brought up a previously identified concern about how tax-exempt status may impact scholarship offerings. In the past, WyGEO has only paid travel assistance. Renee made a motion to table discussion on scholarship funding until the opinion of a tax attorney has been sought. Nyssa seconded the motion. All in favor. None opposed. Motion passed.

VI. 10-Minute Break

At 1:42pm, Cathy paused the meeting for a short break. Session resumed at 1:52pm.

VII. Presentations

1. Kim Johnson of Fremont County GIS presented "GIS Workflows."
2. Jacki Klancher and Morgan Robins of Central Wyoming College presented "Archaeological Applications in GIS: From Field to Lab."
3. Dot Newton of the Wyoming Wildlife Federation presented about Story Maps.
4. R.J. Mowery of Mowery Seismic Inc. presented about their services.

VIII. 10-Minute Break

At 3:15pm, Cathy paused the meeting for a short break. Session resumed at 3:25pm.

IX. New Business

1. 2016 Meeting Schedule

Cathy brought up discussion about the details of the Annual Conference/3rd Quarter Meeting of 2016. Jacki Klancher, a representative of Central Wyoming College (CWC), was present to discuss the possibilities of holding the event at the Intertribal Education and Community Center (IECC). The Arts Theatre (different building) may serve as a possible venue for large group needs, in addition to several smaller rooms and classrooms in the IECC. Nyssa said meetings tend to be attended by 50 people or so, though we have had larger meetings with 100 people or more. Jeff Sun, WyGEO Director at Large, mentioned the need for booth space for vendors. Nyssa asked about potential venues for social outings.

Brian made a suggestion to consider Cody as a site for the annual conference. Cathy mentioned that WyGEO has never held a meeting in Cody. Joy Hill agreed that Cody has a lot to offer. The group voiced concerns about the difficulty for the majority of members, who are located in the Casper, Laramie and Cheyenne areas, to make it to a location so far away. Laramie, Cheyenne, Lander and Casper were the locations chosen for past conferences. She suggested that Cody be considered as a location for one of the quarterly meetings in 2016. Locations of quarterly meetings in 2015 were as follows:

- 1st Quarter, Evanston, WY
- 2nd Quarter, Torrington, WY
- 3rd Quarter, Casper, WY
- 4th Quarter, Riverton, WY

Jeff made a motion to have the 1st Quarter Meeting in the NE Region (Buffalo). Nyssa seconded the motion. All in favor. None opposed. Motion passed.

Nyssa made a motion that 2nd Quarter Meeting be held in the NW Region (Cody). Renee seconded the motion. All in favor. None opposed. Motion passed.

Shawn made a motion that we host the 3rd Quarter Meeting/Annual Conference in the SE region. Renee seconded the motion. All in favor. None opposed. Motion passed.

Cathy made a motion to host the 4th Quarter Meeting in the SW Region. Renee seconded the motion. All in favor. None opposed. Motion passed.

X. Wrap Up / General Discussion

1. Recruitment

Cathy mentioned that we need to work on increasing recruitment for the coming year. We need to engage the public through Facebook posts, networking and other means to garner interest in the organization. Cathy asked for ideas of other organizations that we might be able to partner with to host meetings/conferences that would possibly garner more interest/attendance. Joy mentioned the Wyoming Planner's Association (WYOPASS) since their meetings often overlap WyGEO events and many planners are also GIS users.

2. Website Updates

Brian asked who is in charge of the WyGEO website. It is difficult to plan for a conference when there isn't an agenda posted in a timely manner. Shawn suggested that we get agendas finalized earlier. Cathy mentioned the difficulty in getting agendas finalized because of the time required to secure speaker and presenter commitments. Brian also talked about reaching out to the student population as a pool of potential members through improved use of the website. He offered options for hosting/management of the website. Shawn said he would work on making some changes to the website management options.

3. Update on WyGEO Vice President, Nicholas Graf's, Daughter's Condition

Shawn gave a brief update on the condition of Nicholas' daughter, Josephine.

4. Presentation of Gifts for Outgoing Board Members

Shawn presented a gift to Cathy thanking her for her years of service with WyGEO. He also had gifts for Nancy Moody and Destry Dearden who are outgoing board members.

XI. Meeting Adjourned

Cathy adjourned the meeting at 4:07pm.