

# New Jersey Geospatial Forum

## Executive Meeting Minutes



**DATE:** November 2, 2023

**TIME:** 1:00pm – 2:00pm

**LOCATION:** Teleconference meeting via Teams

### CALL TO ORDER

A regular meeting of the New Jersey Geospatial Forum Executive Committee was called to order by Executive Chairwoman Trish Long at 1:00pm at the above-mentioned date via Microsoft Teams.

### ROLL CALL

Present: Geographic Information Officer, Brian Embley; Chairwoman, Trish Long; Vice Chairman, Mark Gatti; Secretary, Matthew Duffy (arrived at 1:10pm); Members: Zachary Christman, Scott Costello, Calen Daugherty, Gary Veenstra, Tanya Nolte, John Hainsworth. A quorum was present.

Also present for the meeting, NJGF Web Administrator Maya Thomas. All those present were attending the meeting remotely from Microsoft Teams.

Chairwoman Long requested a motion to vote on the approval of Executive Committee meeting minutes from September.

### ADOPTION OF EXECUTIVE MEETING MINUTES 9/7/2023

	Moved	Seconded	Yea	Nay	Abstained	Absent
Embley		X				
Long			X			
Gatti	X					
Duffy						X
Christman			X			
Costello			X			
Daugherty			X			
Hainsworth			X			
Nolte			X			
Veenstra			X			

### DISCUSSION TOPICS

**NJGF Executive Committee Elections** – Officer Embley and Chairwoman Long thanked all members for their support with finding eligible interested people to fill available committee spots. The upcoming election begins November 6 and is being held through November 20<sup>th</sup>.

**NJGF Hybrid General Meetings** – Discussion of the hybrid meeting took place and was noted that during the general meeting the switching of presenters was a bit glitchy. It was further noted that the audio questions read from the chat window was too low. A suggestion was made that next time the online moderator will need to switch their microphone on and then off to be heard, but not to introduce any feedback. Member Daugherty further offered that we consider holding the live demonstrations at the end of future meeting to reduce confusion during the meeting.

**New Jersey Office of GIS** – Officer Embley welcomes Member Costello to NJOGIS as the replacement of Doug Schleifer. Officer Embley proposes that Member Costello stay on the Executive Committee to complete his current term (one year remaining) and then step down after finding a replacement for his next term on the Executive Committee.

**Meeting Presentations** –Officer Embley confirms he will be presenting at the next NJGF General Meeting in December and briefly sketches his presentation outline for the committee.

## **FUTURE GENERAL MEETINGS DISCUSSION**

**Meeting Dry Run** – It was noted that although the setup and pre-meeting dry run held the week prior to the last general meeting in October was a little chaotic, a bit confusing, but was very helpful for the hosts. It was informally suggested and agreed that the next ‘dry run’ could occur as setup immediately prior to the next general meeting. A dry run could begin between 8:30-9:00am before the general meeting begins at 10am. Dry run and meeting setup considerations could be further discussed via email during the week prior to the next general meeting in December as and if needed.

**Meeting Presentation** – All in attendance are asked to continue to seek good ideas and good people to present their geospatial topic at future meetings.

### **Upcoming meeting schedule**

<b>NJGF Executive Meetings</b>				<b>NJGF General Meetings</b>			
<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Day</u>	<u>Date</u>	<u>Time</u>	<u>Location</u>
Thursday	1/4/2024	1:00pm	MS Teams	Thursday	12/7/2023	10:00am	Hybrid
Thursday	3/7/2024	1:00pm	MS Teams				

Chairwoman Long requests a motion to adjourn if there is no other business.

### **MOTION TO ADJOURN**

	<b>Moved</b>	<b>Seconded</b>	<b>Yea</b>	<b>Nay</b>	<b>Abstained</b>	<b>Absent</b>
<b>Embley</b>			X			
<b>Long</b>		X				
<b>Gatti</b>			X			
<b>Duffy</b>	X					
<b>Christman</b>			X			
<b>Costello</b>			X			
<b>Daugherty</b>			X			
<b>Hainsworth</b>			X			
<b>Nolte</b>			X			
<b>Veenstra</b>			X			

End 1:34pm