

APPROVED

Minutes of the Pulaski Area Geographic Information System Board of Directors Meeting

Meeting: Thursday, October 15, 2009

PAgis Offices

221 E. Capitol Avenue, 4th Floor Conference Room

11:30 am

Attendees: Walter Malone, PAgis Board Acting-Chair
Thad Luther, PAgis Board Member
Sherman Smith, PAgis Board Member
Howell Anderson for Reggie Corbitt, PAgis Board Chair
Vince Guillet, PAgis Manager
Julie Kent, PAgis Administrative Assistant
Mike Cobb, Cobb & Suskie, LTD

Absent: Marc Wilkins for Gary Mills, PAgis Board Treasurer
Bob Sisson, PAgis Board Member
Chip McCulley, PAgis Board Member
Steve Caver, Pyramid Data MidSouth, Inc.

Issue: Approval of August 27, 2009 Minutes

Thad Luther made a motion to approve the August 27, 2009 minutes as submitted. Sherman Smith seconded the motion. Motion was passed unanimously.

Issue: Approval of August 2009 and September 2009 Financial Reports

Walter Malone noted that he has skimmed through the reports and did not really see anything to question, but since Marc Wilkins is not present, recommended differing to the next meeting in December. Everyone present agreed. Financial reports will be resubmitted for approval at the December 2009 meeting.

Issue: Assessor Parcel/Mapping Project Status

Vince provided a brief update on the progress of this ongoing project. The Assessor's Office is almost caught up. They have completed the 2008 subdivision plats and are now finishing up the 2009 plats. They are moving forward, though some errors have surfaced here and there. Whenever PAgis runs across any errors, they forward them to the Assessor's Office for corrections and assist them if they have any questions. They are still planning on moving their new server so it will be local, probably sometime later this year. Walter inquired about any staff issues with the Assessor's Office due to positions that have been vacated recently. Vince reported they are still shorthanded, but are working on filling some of the slots. Thad then suggested considering training for the new staff.

Issue: PAgis Staffing Update

Vince reported that Susan Horvath had resigned since the last Board meeting and went to the Arkansas Geological Survey. Vince went on to say that PAgis did advertise to fill her position and has had a very strong response. There were ten {10} that qualified to interview, some of which are probably over qualified. Of those, one has already accepted a position elsewhere, another came in and talked to us and then felt he did not want to waste our time since there really isn't room for advanced and another called and has had some unfortunate circumstances preventing him from getting here for his interview, while another was disqualified during the testing process. There is one {1} more candidate to interview and then the next steps in the process will begin. Vince hopes to be able to make an offer around the beginning of November.

APPROVED

Issue: GIS Day

Vince provided a brief update noting the event will be from 9:00am – 3:00pm. PAgis is asking for visitors to begin showing up at 9:00am and the introductions will begin around 9:15am. PAgis is honored to have Senator Shane Broadway as the first guest speaker who will do a presentation. Also, the keynote speaker will be from Entergy Arkansas Department of Economic Development where she will discuss the new Site Selection website. Connecting Arkansas will also be doing a presentation. Julie has gotten the Arkansas Geocachers Association to come in and do a “fun” presentation and will talk about how people can use GPS units and go to a website to get coordinated for a cache that is hidden and then go out and find it and see if there are any treasures in it. Several inquired about an agenda and Julie responded she would be emailing it out a little closer to the event for everyone to pass along so people can decide which presentations they want to see and be able to attend.

Issue: Update on Maumelle & Sherwood

Vince provided a brief update and noted he has not had any response from the City of Maumelle and is assuming the funds did not make it into their budget. He has not heard back from Sherwood. He will continue to keep trying to work with them.

Issue: 2010 Draft Financial Plan Review

Vince noted since the last meeting he only made a couple of changes. The total budget for salaries and benefits was reduced since the 1st draft presented at the last meeting. He was able to reduce this item due to the smaller projected salary increase. He will poll the agencies sometime in December to see what they will be doing as far as salaries and come up with an average for the next meeting. A discussion then began about the salary ranges. It was determined that the range adjustment was acceptable in the draft plan that Vince submitted. It was noted that several members feel it is important to be competitive with the salaries especially now with the job market as it is. It was noted if needed a special meeting could be called to further handle any drastic budget changes once the agencies determine what they will be doing with their final budgets so that the members could provide additional feedback before Vince asks for the budget to be approved at the December meeting.

Open Forum

No items were brought to the table at this time.

Meeting adjourned at 12:30pm.

The next Board meeting will be held Thursday, December 17, 2009 at the PAgis offices.