

AGIC 2025 Conference Committee Meeting Notes
Thursday, November 21, 2024
10:00 am

In Attendance:

Robert Bush
John Danloe
Sage Donaldson
Nicole Funicello
Deborah Glogoff
Tisha Gonzales
Teresa Gregory
Shiloh Johnson
James Lambert
Shea Lemar
Jenna Leveille
Pauline Loftus
Cat Moody
Bill Nye
Armando Palacios
Garrett Raubinger
Steve Whitney
Troy Wiora

Committee coordination and meeting operation:

- Review 2025 workplan –
 - Dates with potential conflicts –
 - July 17
 - June 19
- Discuss useful skills and interests for our committee, and develop a list of them that are pertinent to participation and contribution -
 - Event planning
 - Meeting coordination
 - Meeting facilitation
 - Food & beverage planning
 - Marketing & social media experience
 - Budgeting
 - Sponsorship solicitation and planning
 - Detail orientated
 - Organizational skills
 - Communication skills
 - Creativity
 - Logistics planning
 - Leadership
 - Survey 123 experience

- ArcGIS Hub experience
- Event management software experience
- Graphic design
- Website management

Action Items:

Steve – Update email distribution list.

Steve – Look at meeting conflict dates.

Outreach Committee Report:

- AGIC AGO student competition recognition –
 - Consider entry into Maps & Apps.
- Looking at rebranding in line with state’s recent changes.
 - It will be competition-based, and we agreed to offer the winner a complimentary conference registration.
- Looking for a volunteer from this committee to help with social media, and primarily with content creation.

Action Items:

Steve – Solicit for content creation volunteer, and annual report help.

Budget:

- How are organization budgets looking for 2025?
 - State currently has a freeze on all travel.
 - Agency-dependent for in-state.
 - This affected last year’s attendance.
 - Fed is limiting out-of-state travel, and it may include in-state as well.
 - Consider a shorter conference in PHX.
 - More than one day would help those attend from farther away.
 - Maybe two half-days.
 - Consider structuring fees between public and private attendees.
 - Consider lowering fees for sponsors.
 - Or add additional al-a-carte options.
 - Our fees are relatively reasonable compared to other states.
 - Consider re-ordering the sponsorship items from cheapest to more expensive.
 - Solicit for sponsors in early December, since most do their next year planning then.
 - Consider moving locations around the state.
 - Look at PHX costs.

Action Items:

Steve – Determine break-even attendee number for covering conference costs.

Venue coordination:

- Discuss proposed \$145 guest room rate.
 - Current state per diem rate is \$141.
 - Would the \$145 rate be an issue for gov't folks, since it is over the per diem?
 - State has traditionally gone with the conference rate.
 - Fed is the same.

Action items:

None

Event Management Platform Coordination:

- No discussion

Action items:

None

Conference Communication:

- No discussion

Action Items:

None

Agenda & speaker coordination:

- Ideas so far for general session speakers –
 - Greg Bunce, Utah, “Asking the right questions” in terms of rolling out new technology/apps. -> has moved to WA.
 - Jazzmen Wilson, perspective of a relatively new professional in their career, and what she has learned so far and maybe help them in their careers. Podcast - <https://gischatpodcast.buzzsprout.com/>

Action Items:

None

Exhibitor/sponsor participation:

- Review the sponsor survey -
<https://survey123.arcgis.com/share/8eadff68cfb841a6ac9862888e5a7837>
 - Add questions about –
 - Pricing.
 - What factors would help you commit.
 - If it were a shorter conference in the valley, would that help.
- Consider sponsor jeopardy.
 - Could do that Tuesday night.

Action Items:

None

Registration:

- No discussion

Action Items:

None

Maps & Apps Challenge:

- No discussion

Action Items:

None

Scholarships:

- Look at opening scholarship contributions year-round.
 - Would need agreement from the meeting planner, since they manage the payment processing and hold the money.
 - Website would need to be live all the time.
 - Need to check with Eventsquid if we can have more than one site.

Action items:

Jen/Jami – See if Eventsquid can take contributions year-round.

Steve/Jami – Review the Eventsquid contract to see if allows for more than one site.

Printing:

- No discussion

Action items:

None

Computer labs:

- No discussion

Action items:

None

T-shirts:

- No discussion

Action items:

None

Order Materials:

- No discussion

Action items:

None

Attendee Packet/Supplies:

- No discussion

Action Items:

None

Social Events:

- More organization to the dine-around.
 - May run into deposit requirements for large reservations.
 - Specify a host for each location, without reservations.
 - User-group meetups.
- Food trucks. -> would need to ask venue for approval.

Action Items:

None

General:

- Reviewed post-conference survey results.
- Implement a buddy system for first time attendees.

Action Items:
None