

**Date:** Thursday, January 15, 2026

**Subject:** Board of Directors Meeting

**Board Members Present:** Catherine DuBreck, Heather Ferrero, Ryan Mayr, Greg Andersen, Casey Dunne, Jeff Herter, Ana Hiraldo-Gomez, Dawn F. McCall, William J. Trask Jr.

**Committee Chairs and Officers Present:** Heather Weller, Matt Adam, Michelle Debyah, Melissa Boglioli

**Not Present:** Melissa Albino Hegeman

**Minutes:** The meeting began at 10:03 AM.

Secretary's Report: Michelle Debyah, Secretary

A motion was made by Greg to approve the revised minutes from the December Board of Directors meeting. Motion was seconded by Ryan. Motion carried unanimously.

The items on the task list for January are to:

- Appoint Audit Committee (President)
- Customarily chairs Audit Committee (President-Elect)
- Confirm Audit Committee (Board)
- Renew Esri ArcGIS Online Creator License (manual card – Treasurer)
- Renew website domain nygeosummit.org with GoDaddy (auto – Treasurer)

The items on the task list for February are to:

- Consider GIS/SIG Conference sponsorship (previously \$450.00 - reciprocal) (Board)
- Consider Westchester GIS User Group Meeting sponsorship (previously \$200.00) (Board)
- Consider Long Island GIS User Group Meeting sponsorship (previously \$200.00) (Board)
- Review and approve D&O Liability insurance renewal (Board)
- Provide financial records to the Audit Committee (invoices, receipts, checkbook, bank information, final conference budget(s), and joint membership dues spreadsheet) (Treasurer)
- Credit Board and Committee participation in member database (Communications)

The current membership count is 553. That is 39 above where we were at a similar time last year, and about 90 above the year before.

Treasurer's Report: Matthew Adam, Treasurer

The Treasurer's Report dated January 12, 2026, was reviewed. The current checkbook balance is \$28,539.63. Expenses since the last report include ORDA for NYGeoCon venue, Esri AGOL, The Lodge, GoDaddy, and Google Suite. There were NYGeoCon deposits of \$1,420.00 (rebate). There has been \$149.03 in income from membership dues. There were 11 subscriptions this period. There is

\$11,436.35 in membership money being held for GISMO, and \$1,593.89 for WNY. The current savings account balance is \$50,002.01.

A motion was made by Bill to approve the Treasurer's Report. Motion was seconded by Jeff. Motion carried unanimously.

Dawn asked Matt to research if there is a balance threshold we need to stay below to maintain "club status" for tax filing.

#### Information Technology Officer (ITO) Report: Melissa Albino Hegeman, ITO

Melissa has set up two Google Workspace training sessions on January 22<sup>nd</sup> at 12:00 PM, and January 28<sup>th</sup> at 6:30 PM. If you have not already done so, please register for one of the sessions. Dawn and Catherine would like the sessions recorded for those who cannot attend and for future Board Members and Committee Chairs. Dawn suggested recording both sessions, then Melissa can choose if one comes out better than the other.

#### GeoSpatial Summit 2026

The GeoSpatial Summit is Tuesday and Wednesday, October 6-7, 2026, at The Lodge, Skaneateles, New York.

The Committee is focused on the search for speakers. One speaker has been identified, another is tentative, and they are working on a list of other potential speakers. A couple sponsorships have come in already.

The Committee would like to build the Summit website on ArcGIS Hub, but there are limitations with our current basic account. Jeff thinks the New York State contract price to upgrade to premium is \$1,000.00, but he doesn't think we would qualify for that pricing.

A motion was made by Jeff to upgrade to ArcGIS Premium at a cost not to exceed \$1,500.00. Motion was seconded by Dawn. Motion carried unanimously.

Catherine and Matt will contact Esri to inquire about upgrading to ArcGIS Hub Premium.

#### NYGeoCon 2027

Karyn and Heather W. talked to Delaney about the 2027 NYGeoCon and NEARC conference conflict. Delaney suggested sending a letter to NEARC asking them to avoid holding their 2027 conference in the Capital Region and bring NEARC to New York in 2028 instead. Catherine and Heather W. shared a draft of the letter to NEARC.

Jeff requested the sentence asking NEARC to consider New York in 2028 be removed. Bill and Greg suggested adding language that recognizes the desire to work together in the future to avoid conflicts, perhaps with a memorandum of understanding. NEARC is meeting tomorrow, so the letter must go out today.

A motion was made by Dawn to circulate the revised letter for review and comment to be finalized and sent to NEARC by 2:00 PM today. Motion was seconded by Greg. Motion carried by a vote of 8-1, with Jeff opposed.

## Board Member Reports

Ana may not have the time to organize the Westchester GIS User Group Meeting this year. Dawn suggested a less formal gathering, and Bill proposed working with local colleges to focus on student lightning talks. Ana appreciated the suggestions and will consider other options.

Dawn said the complimentary booth at the NYSAPLS conference does not include the \$200.00 per person food fee.

A motion was made by Heather for up to \$400.00 to cover the food fee for two people for NYSAPLS booth coverage. Motion was seconded by Greg. Motion carried unanimously.

Dawn said NYSAPLS has two terabytes of images it needs to find a place to store temporarily. She checked with Melissa, and we have over ten terabytes of space that is not being used on Google Workspace.

A motion was made by Dawn to store data for NYSAPLS in the Association's Google Workspace account. Motion was seconded by Ryan. Motion carried unanimously.

Dawn held the following items until February:

- NotebookLM
  - Dawn proposed using NotebookLM to look for potential member database options, and in the future perhaps for bylaws review. Concerns were raised regarding AI hallucinations and privacy.
- Region branding
- Membership Database
  - Discontinue tracking GISP points (participation)?
  - Simplify options and allow independent items to be added in a cart (GISMO or Western NY as independent items)
  - Work address for member map geocoding
  - Consolidate all payments to Stripe
    - Migrate everything to Stripe
    - Less likely to get hacked
    - More flexibility
    - Reoccurring fees on Stripe that are not on PayPal
    - Matt will research using Stripe for everything

Bill is changing the email address he wants to use for Association communication. He sent the updated email address to Michelle, who will send out a revised roster.

A motion was made by Heather to adjourn the meeting. Motion was seconded by Greg. Motion carried unanimously.

The meeting adjourned at 11:05 AM.

## Action Item List

1. Dawn will continue to work with the accountant regarding the tax forms.
2. Dawn will research 501(c) and potentially becoming tax exempt.
3. Matt will file tax returns.

4. Matt will look into ACH or PayPal for auto payments to avoid updates every time the card changes.
  5. Heather will send out conference information for next year so sponsors and attendees can include the conference in their budget.
  6. Melissa H. will meet with Committee Chairs to explain Google Workspace, and document directions.
  7. Catherine will contact Binod for more details on the remaining Membership Committee request items.
  8. Communications will publish award winner information to website.
  9. Catherine will document the committee creation process.
  10. Melissa H. will update Board Member and Committee Chair access to Google Workspace.
  11. Committee Chairs will review content of Committee page on website.
  12. Communications will back up all websites to Google Workspace or external drive.
  13. Max will migrate the membership map to AGO.
  14. Ryan will document the audit process.
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15. The Board will consider GIS/SIG Conference sponsorship (previously \$450.00 - reciprocal).
  16. The Board will consider Westchester GIS User Group Meeting sponsorship (previously \$200.00).
  17. The Board will consider Long Island GIS User Group Meeting sponsorship (previously \$200.00).
  18. The Board will review and approve D&O Liability insurance renewal.
  19. Matt will provide financial records to the Audit Committee (invoices, receipts, checkbook, bank information, final conference budget(s), and joint membership dues spreadsheet).
  20. Communications will credit Board and Committee participation in member database.
  21. Matt will research if there is a balance threshold we need to stay below to maintain “club status” for tax filing.
  22. Melissa will record the Google Workspace training sessions for future use.
  23. Catherine and Matt will contact Esri to inquire about upgrading to ArcGIS Hub Premium.
  24. Catherine will circulate the revised NEARC letter for review and comment to be sent by 2:00 PM today.
  25. Michelle will send out the revised roster.

**NYS GIS Association  
12 January 2026  
Treasurer's Report 12/15/2025 - 01/12/2026**

**Summary**

- \$14,440.00 from NYSGIS to ORDA for GeoCon Venue payment
- \$761.25 from NYSGIS to ESRI for ArcOnline Subscription
- \$75.60 from NYSGIS to Google for GSuite subscription
- \$1,000.00 from NYSGIS to Allyn Lodge for Summit deposit
- \$1,420.00 from Golden Arrow Resort to NYSGIS for GeoCon rebate
- \$23.19 from NYSGIS to GoDaddy for website subscription.

**Bank Balances**

Date	Description	NYS GIS	GISMO	WNY	Account Balance
12/16/2025	<b>Beginning Bank Balances</b>	<b>\$30,287.36</b>	<b>\$11,398.72</b>	<b>\$1,584.56</b>	<b>\$43,270.64</b>
12/19/2025	Check No 5019	-\$14,440.00	\$0.00	\$0.00	-\$14,440.00
12/23/2025	ESRI REDLANDS CA 1629	-\$761.25	\$0.00	\$0.00	-\$761.25
01/02/2026	Google Workspa Mountain ViewCA 1526	-\$75.60	\$0.00	\$0.00	-\$75.60
01/06/2026	Check No 5020	-\$1,000.00	\$0.00	\$0.00	-\$1,000.00
01/08/2026	DNH*GODADDY 480-505-8855 AZ 1526	-\$23.19	\$0.00	\$0.00	-\$23.19
01/08/2026	Invoice 20184684	\$1,420.00	\$0.00	\$0.00	\$1,420.00
1/12/2026	<b>Ending Bank Balances</b>	<b>\$15,407.32</b>	<b>\$11,398.72</b>	<b>\$1,584.56</b>	<b>\$28,390.60</b>
	PayPal Transfer (In Transit)	\$102.08	\$37.62	\$9.32	\$149.03
	<b>Checkbook Balances</b>	<b>\$15,509.39</b>	<b>\$11,436.35</b>	<b>\$1,593.89</b>	<b>\$28,539.63</b>
	<b>Savings Balances</b>	<b>\$50,002.01</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,002.01</b>
	<b>Total Balance</b>	<b>\$65,511.40</b>	<b>\$11,436.35</b>	<b>\$1,593.89</b>	<b>\$78,541.64</b>

**Membership Summary –12/16/2025 - 01/12/2026**

Subscriptions	Gross	PayPal Fees	Net
<b>11</b>	<b>\$160.00</b>	<b>-\$10.98</b>	<b>\$149.02</b>
Subs. Period	NYS GIS	GISMO	WNY
<b>5 Year</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>2 Year</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>1 Year</b>	<b>11</b>	<b>4</b>	<b>2</b>