

Date: Thursday, February 19, 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: Matt Adam, Michelle Debyah, Melissa Boglioli, Melissa Albino Hegeman

Not Present:

Minutes: The meeting began at 10:03AM.

Secretary's Report: Michelle Debyah, Secretary

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

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 items on the task list for March are to:

- Send reminder to Committee Chairs ahead of Committee Call to encourage attendance or send a report in advance (President)
- Renew website domain nygeocon.com with GoDaddy (2yr auto – Treasurer)
- Renew website domain nygeocon.org with GoDaddy (2yr auto – Treasurer)
- Back up all websites to Google Workspace or external drive (Communications)
- Financial review of previous fiscal year (Audit Committee)

The current membership count is 564. That is 32 above where we were at a similar time last year, and about 93 above the year before.

Treasurer's Report: Matthew Adam, Treasurer

The Treasurer's Report dated February 17, 2026, was reviewed. The current checkbook balance is \$27,437.86. Expenses since the last report include awards mailing reimbursement, Delaney Event Management, NYSAPLS, and Google Suite. There has been \$269.59 in income from membership dues.

There were 21 subscriptions this period. There is \$11,492.78 in membership money being held for GISMO, and \$1,612.54 for WNY. The current savings account balance is \$50,002.44.

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

Dawn and Bill gave an update on tax filing and non-profit status. We need to file taxes for this and past years and document expenditures to apply for tax-exempt status. We will need an accountant to help get caught up with the taxes, and a lawyer for 501(c) process. There will likely be fees due to the IRS, and time and labor costs to get through the process, including an attorney retainer fee of \$1,000.00. Dawn suggested an amount not to exceed \$6,000.00 that can be used for the retainer and additional costs so Matt and Bill can start moving forward.

A motion was made by Ryan for up to \$6,000.00 to get the taxes in good standing and to apply for 501(c) tax exempt status. Motion was seconded by Greg. Motion carried unanimously.

Matt said we need to formalize our record keeping, especially if we establish 501(c)(3) status, and suggested using QuickBooks. A not-for-profit account is \$75.00 a month plus tax. There might be better pricing if we have tax exempt status (as with other software such as ArcGIS Hub Premium). Matt will do more research on QuickBooks and see what impact tax exempt status would have. Bill mentioned he knows a Treasurer from another group looking into free open-source software similar to QuickBooks. Bill will see what he found and get back to Matt.

Matt is investigating moving membership payments from PayPal to Stripe. The membership site is a different WordPress account, so he has reached out to Vijay to get access. Matt will change the existing Stripe account to the Treasurer email and leave the nysgeo email as backup. He will start by evaluating Stripe and see if it can migrate directly into the membership database.

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

Melissa H. held two Google Workspace training sessions in January. Board Members and Committee Chairs have been added, and Committee Members are being added as she receives them from the Chairs. A copy of the training is in the Google Workspace instructions folder for reference.

GeoSpatial Summit 2026

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

They have confirmed a couple of panelists and a moderator. They are reaching out to other potential speakers, unfortunately some of them want payment. They are still missing a good number of panelists, please send Jeff any suggestions you may have. Sheri is working on lodging and block rates for presenters and sponsors, Bill is working on sponsors, and Heather is working on the boat ride before roundtable.

NYGeoCon 2027

Catherine said it appears our letter to NEARC regarding the conference conflict was positively received and they are working with Karyn and Heather W. We should know more next month.

President Reports

Catherine will not be able to run the March Committee Call and Board Meeting, Ryan will cover.

Heather said the GIS/SIG Conference is on April 14, 2026. She mentioned Justin Cole has some health issues. Catherine started a MealTrain if anyone is interested in donating.

Ryan will send an email early next week to get the audit moving forward.

Ryan said he would have liked to have had a pamphlet or brochure or something to put on the table at NYSAPLS with who we are, what we do, information on committees, etc. He would also like a few more backdrop signs so they could be spread around the state instead of having to move them across the state. Ryan will work with Greg on signs. Michelle will find the old brochure and send it to Ryan; he might be able to use that and Binod's recent membership flyer to work up something for handouts at events.

Catherine made good sideshow, but we couldn't borrow electricity from anyone at NYSASPLS to run it. Ryan said he might be able to bring an emergency power bank next time.

Board Member Reports

Greg said the GeoAI Committee had their first meeting. The meeting was interesting, and they came away with several action items. Greg offered to liaison between the GeoAI Committee and the Board.

Bill said they have three sponsor commitments, one silver. Bill revised the sponsor list shared between the Summit and NYGeoCon and shared it across both groups. Updates include contact name and email address, last sponsored event, and a column each for the Summit and NYGeoCon. The original list was archived.

Bill will follow up with GIS/SIG on reciprocal sponsorships.

Ana said the GIS User Group Meeting is pending, but it is not looking good. She reached out to the school and the new President is looking to bring in revenue, which would mean an additional cost. They are evaluating how much it would cost to host it there and are considering doing something for GIS day instead.

Dawn held the following items until March:

- 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

A motion was made by Bill to adjourn the meeting. Motion was seconded by Ryan. Motion carried unanimously.

The meeting adjourned at 11:05 AM.

Action Item List

1. Matt will look into ACH or PayPal for auto payments to avoid updates every time the card changes.
2. Heather will send out conference information for next year so sponsors and attendees can include the conference in their budget.
3. Catherine will contact Binod for more details on the remaining Membership Committee request items.
4. Catherine will document the committee creation process.
5. Max will migrate the membership map to AGO.
6. Ryan will document the audit process.
7. The Board will consider GIS/SIG Conference sponsorship (previously \$450.00 - reciprocal).
8. The Board will consider Westchester GIS User Group Meeting sponsorship (previously \$200.00).
9. The Board will consider Long Island GIS User Group Meeting sponsorship (previously \$200.00).
10. The Board will review and approve D&O Liability insurance renewal.
11. Matt will provide financial records to the Audit Committee (invoices, receipts, checkbook, bank information, final conference budget(s), and joint membership dues spreadsheet).
12. Catherine will send reminder to Committee Chairs ahead of Committee Call to encourage attendance or send a report in advance.
13. Matt will renew website domain nygeocon.com and nygeocon.org with GoDaddy (2yr auto).
14. Communications will back up all websites to Google Workspace or external drive.
15. The Audit Committee will perform a financial review of previous fiscal year.
16. Matt and Bill will work on getting the taxes in good standing and apply for 501(c) tax exempt status.
17. Matt will evaluate Stripe and see if it can migrate directly into the membership database.
18. Ryan will cover the March Committee Call and Board Meeting for Catherine.
19. Ryan will develop a pamphlet or brochure to hand out at events.
20. Ryan will work with Greg on additional signs.
21. Bill will follow up with GIS/SIG on reciprocal sponsorships.

**NYS GIS Association
17 February 2026
Treasurer's Report 01/12/2026 - 02/17/2026**

Summary

- \$47.16 from NYSGIS to Bill Trask for GeoCon awards mailing reimbursement
- \$1,048.60 from NYSGIS to Delaney Event Management for GeoCon 2027 planning
- \$200.00 from NYSGIS to NYSAPLS for Exhibit Representative costs
- \$75.60 from NYSGIS to Google for GSuite subscription

Bank Balances

Date	Description	NYS GIS	GISMO	WNY	Account Balance
01/13/2026	Beginning Bank Balances	\$15,509.39	\$11,436.35	\$1,593.89	\$28,539.63
01/16/2026	CHECK 1402	-\$47.16	\$0.00	\$0.00	-\$47.16
01/16/2026	DELANEY EVENT MA SALE	-\$1,048.60	\$0.00	\$0.00	-\$1,048.60
01/16/2026	NYSAPLS ALBANY NY 1629	-\$200.00	\$0.00	\$0.00	-\$200.00
02/02/2026	Google Workspa Mountain ViewCA 1526	-\$75.60	\$0.00	\$0.00	-\$75.60
2/17/2026	Ending Bank Balances	\$14,138.03	\$11,436.35	\$1,593.89	\$27,168.27
	PayPal Transfer (In Transit)	\$194.50	\$56.44	\$18.65	\$269.59
	Checkbook Balances	\$14,332.54	\$11,492.78	\$1,612.54	\$27,437.86
	Savings Balances	\$50,002.44	\$0.00	\$0.00	\$50,002.44
	Total Balance	\$64,334.98	\$11,492.78	\$1,612.54	\$77,440.30

Membership Summary – 1/13/2026 - 02/17/2026

Subscriptions	Gross	PayPal Fees	Net
21	\$290.00	-\$20.42	\$269.58
Subs. Period	NYS GIS	GISMO	WNY
5 Year	0	0	0
2 Year	0	0	0
1 Year	21	6	4