

Date: Thursday, March 19, 2026

Subject: Board of Directors Meeting

Board Members Present: Heather Ferrero, Ryan Mayr, Casey Dunne, Ana Hiraldo-Gomez, Dawn F. McCall, William J. Trask Jr.

Committee Chairs and Officers Present: John Marino, Heather Weller, Michelle Debyah, Melissa Boglioli, Melissa Albino Hegeman

Not Present: Catherine DuBreck, Greg Andersen, Jeff Herter, Matt Adam,

Minutes: The meeting began at 10:04AM.

Secretary's Report: Michelle Debyah, Secretary

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

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 items on the task list for April are to:

- Approve NYGeoCon venue (18 months prior to event date) (Board)
- Renew D&O Liability insurance (manual ACH) (Treasurer)
- Renew SSL Certificate nysgis.net with InMotion (auto) (Treasurer)
- Recommend NYGeoCon venue (18 months prior to event date) (NYGeoCon)
- Check dates to avoid competing with other events such as NEARC or regional conferences (18 months prior to event date) (NYGeoCon)
- Financial review of previous fiscal year (Audit Committee)

The current membership count is 576. That is 32 above where we were at a similar time last year, and about 99 above the year before.

Treasurer's Report: Matthew Adam, Treasurer

The Treasurer's Report dated March 18, 2026, was reviewed. The current checkbook balance is \$27,500.60. Expenses since the last report include GoDaddy domain renewal and Google Suite. There has been \$229.10 in income from membership dues. There were 15 subscriptions during this period.

There is \$11,492.78 in membership money being held for GISMO, and \$1,626.52 for WNY. The current savings account balance is \$50,002.82.

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

Matt has sent the audit files to Ryan, he will share with the Committee. Ryans hopes to have the 2024 audit done by April, and the 2025 audit done by May.

Bill said they have retained an attorney with experience in this matter. The next step is to determine our existing status, which will inform us of our next steps.

Tax filing has become complicated as we work to understand our tax history. Bill, Dawn, and Matt have identified the years with filings and the years with gaps. Now the gap years need to be filed.

Dawn asked Bill to work with Matt to create a spreadsheet with a summary of tax years filed, years missing, and years in progress.

The Western NY GIS Users Group (WNYGIS) steering committee would like the Association to match a \$100.00 award for the top graduating undergrad in GIS at Buffalo State. Dawn and Heather said we should work with the Educators Committee to identify all New York State GIS programs and their regions, then work with the Regional Coordination Committee to involve the regions in matching.

Bill said the award would help further 501(c)(3) by demonstrating that we are a charitable organization. He said it is also time sensitive as the award may help in the effort to petition Buffalo State not to decommission its GIS program.

A motion was made by Dawn to work with WNYGIS to create a pilot program to work with regions for a monetary award for one undergraduate per region for \$100.00 with a region match. Motion was seconded by Jeff. Motion carried unanimously.

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

Melissa H. said everyone who needs access to Google Workspace committee folders should have it. If anyone is having issues logging in or otherwise using the workspace, please let her know.

Dawn said the Committee Chairs are responsible for migrating their files, but they need help migrating the general Board files. Michelle did the minutes and agendas from the structure on her pc. Ryan offered to help after the audit is complete, perhaps in June or July. Bill said he may be able to help as well.

GeoSpatial Summit 2026

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

Jeff and John shared the Summit Program Participants spreadsheet. They have confirmed the moderator and five panelists. A couple more panelists are likely to be available, and they are still in discussion with five or six others.

Jeff said Sherri has identified room blocks at a few different locations for attendees and presenters. The contract for panelists lodging needs to be signed and secured with a \$1,000.00 deposit.

Jeff made a motion to contract and send a \$1,000.00 deposit for panelist lodging at the Finger Lakes Lodge for the Summit. Motion was seconded by Dawn. Motion carried unanimously.

Jeff said Heather has made great progress with the boat company in Skaneateles. They expect to have a contract for the boat company for the next meeting. The boat tour will take place from 11:00 AM to 12:00 PM the day before the Summit before the surveyor meeting in the afternoon.

NYGeoCon 2027

Heather W. said they are working on site selection. NEARC will be holding its conference in Rhode Island so there is no longer a conflict concern, and there are no other conflicts she is aware of.

President Reports

Ryan will focus on the audit and then on the sign and brochure.

Board Member Reports

Dawn said participation tracking needed to be removed from the membership database to simplify the database and move forward with development. Michelle created a committee participation table on the website that allows members to search and filter their participation.

Matt is working on consolidating payments to Stripe.

The membership database tech group is making progress on database changes. They have created a dev environment to test everything before putting it into production.

Max is working on using zip codes for the membership map. Dawn would like a work address (or alternate public address) to be required so members can be individually geocoded instead of using a zip code. John suggested giving an option to opt out for members that do not want their name displayed.

Dawn held the following items until April:

- Membership year July 1 to June 30 versus calendar year
- 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

Ana said they will have to put off the Westchester GIS User Group Meeting. There was not enough time to plan with the uncertainties of the venue availability and her concentration on ADA compliance ahead of an audit next month. However, now she can focus on GIS Day with an emphasis on education in conjunction with Westchester Community College.

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

The meeting adjourned at 10:58 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. Matt will send out and the Board will review and approve D&O Liability insurance renewal.
8. Communications will back up all websites to Google Workspace or external drive.
9. The Audit Committee will perform a financial review of previous fiscal year.
10. Matt, Bill, and Dawn will work on getting the taxes in good standing and apply for 501(c) tax exempt status.
11. Matt will evaluate Stripe and see if it can migrate directly into the membership database.
12. Ryan will develop a pamphlet or brochure to hand out at events.
13. Ryan will work with Greg on additional signs.

14. The NYGeoCon Committee will recommend and the Board will approve NYGeoCon venue (18 months prior to event date).
15. Matt will renew D&O Liability insurance (manual ACH).
16. Matt will renew SSL Certificate nysgis.net with InMotion (auto).
17. The Audit Committee will perform financial review of previous fiscal year.
18. Bill will work with Matt to create a spreadsheet with a summary of tax years filed, years missing, and years in progress.
19. Ryan and Bill will help migrate the general Board files to workspace after the audit in June or July.

**NYS GIS Association
18 March 2026
Treasurer's Report 02/17/2026 - 03/18/2026**

Summary

- \$75.60 from NYSGIS to Google for GSuite subscription
- \$90.76 from NYSGIS to GoDaddy for domain renewal

Bank Balances

Date	Description	NYS GIS	GISMO	WNY	Account Balance
02/17/2026	Beginning Bank Balances	\$14,332.54	\$11,492.78	\$1,612.54	\$27,437.86
03/02/2026	Google Workspa Mountain Viewca 1526	-\$75.60	\$0.00	\$0.00	-\$75.60
03/13/2026	Dnh*godaddy 480-505-8855 Az 1526	-\$90.76	\$0.00	\$0.00	-\$90.76
3/18/2026	Ending Bank Balances	\$14,166.18	\$11,492.78	\$1,612.54	\$27,271.50
	PayPal Transfer (In Transit)	\$215.11	\$0.00	\$13.99	\$229.10
	Checkbook Balances	\$14,381.29	\$11,492.78	\$1,626.52	\$27,500.60
	Savings Balances	\$50,002.82	\$0.00	\$0.00	\$50,002.82
	Total Balance	\$64,384.11	\$11,492.78	\$1,626.52	\$77,503.42

Membership Summary –2/17/2026 - 3/18/2026

Subscriptions	Gross	PayPal Fees	Net
15	\$245.00	-\$15.91	\$229.09
Subs. Period	NYS GIS	GISMO	WNY
5 Year	2	0	0
2 Year	0	0	0
1 Year	13	0	3