

**Date:** Thursday, April 16, 2026

**Subject:** Board of Directors Meeting

**Board Members Present:**

Catherine DuBreck, Heather Ferrero, Ryan Mayr, Greg Andersen, 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, Max Villanueva

**Not Present:**

Casey Dunne

**Minutes:** The meeting began at 10:05 AM.

**Secretary's Report: Michelle Debyah, Secretary**

A motion was made by Bill Trask to approve the minutes from the March Board of Directors meeting. Motion was seconded by Ryan Mayr. Motion carried unanimously.

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 items on the task list for May are to:

- Appoint and confirm Nominating Committee (President and Board)
- Customarily chairs Nominating Committee (President-Elect)
- Accept Audit Committee Financial Audit (Board)
- Submit and approve NYGeoCon preliminary budget (17 months prior to event date) (NYGeoCon and Board)
- Consider purchase need of Association merchandise for conference (Board)
- Prepare a list of departing Board Members, Committee Chairs, and Officers (Secretary)
- File tax returns (Treasurer)
- Renew Survey Monkey (auto card) (Treasurer)

The current membership count is 588. That is 27 above where we were at a similar time last year, and about 100 above the year before.

Treasurer's Report: **Matthew Adam, Treasurer**

The Treasurer's Report dated April 14, 2026, was reviewed. The current checkbook balance is \$27,624.65. Expenses since the last report include Google Suite. There has been \$199.66 in income from membership dues. There were 16 subscriptions during this period. There is \$11,530.41 in membership money being held for GISMO, and \$1,640.51 for WNY. The current savings account balance is \$50,003.25.

A motion was made by Ryan Mayr to approve the Treasurer's Report. Motion was seconded by Heather Ferrero. Motion carried unanimously.

D&O renewal has been received. Premium is \$766, to renew May 27<sup>th</sup>. Document will be sent to Board for review at next meeting along with minutes.

The Lodge – need to know where to send the deposit. Shari was the contact so Matt will reach out to her.

Audit: Ryan is Committee Chair – Matt would like to review with Ryan and Bill. That will be set up soon.

Stripe migration – Matt is evaluating API integration and Mike and Vijay are handling technical implementation.

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

**Melissa H.**

Haven't heard anything about Google Workspace, assuming all is well. Next up is cleaning up security options and will report on that next month. Zoom account manager reached out to upsell – no action taken.

Dawn asked if there is a deadline regarding moving materials? There is no deadline at this point. Dawn suggested figuring out what is left to determine percent progress. Melissa H. will look into it by comparing new and old site.

Catherine asked if there is still a GISP study group. Melissa H said yes and information will be coming soon.

GeoSpatial Summit 2026

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

**Jeff**

No new speakers. Mostly filled panel, need 1-3 more. Securing lodging for speakers at The Lodge. The inn we usually use is already booked. The Save the Date email teased about an event the day before. Need approval to put deposit on boat tour (\$975). Would like to lock in with deposit even though time is not nailed down (60-90 min). Decision is relying on if meeting in afternoon starts at 1 or 1:30 and if we are providing lunch on the boat.

A motion was made by Jeff Herter to approve a deposit of \$975 to reserve a boat tour the day before the Summit. Motion was seconded by Heather Ferrero. Motion carried unanimously.

Heather will work with Matt to pay the deposit.

### NYGeoCon 2027

The NYGeoCon Committee continues to work on site selection.

### President Reports

#### **Catherine**

The GIS SIG was Tuesday. Lots of people and good talks, including out of state speakers. NYSGIS Association sponsored the lunch. Question re other regional conferences – does a NYSGIS Association representative give an update at each? Generally yes. Dawn and Ana give updates at Westchester (no event in May). The Adirondack/North Country Region Users Group Meeting is May 1 at Clarkson. Catherine can attend and will reach out to Donna and Heather Weller to see if there is room for her to attend.

#### **Heather**

Geospatial Advisory Council met – will notify board of next session.

#### **Ryan**

Has a brochure created for events and will send out to the Board for review.

### Board Member Reports

#### **Greg**

GeoAI committee going well – next meeting is April 29<sup>th</sup>.

Looking at more open source GIS – are there any user groups for this? Michelle stated there was a QGIS webinar many years ago (Mickey). There is much more available now – thinking about organizing something around that. Ana stated that a setback to using open source is it is considered a security liability by many organizations. Dawn has information on sources regarding different libraries. Bill stated that having information available may be helpful to people in the organization. Suggestion made to have a QGIS/PostGIS/Merlin Maps/etc speakers at a conference.

#### **Dawn**

Dawn shared the history of the July 1 to June 30 membership year. Changing the membership year was discussed during a Presidents Call, December 17, 2010. The change was designed to result in the Association having the greatest number of members during the spring legislative session. The Board approved changing the Association membership year from the calendar year to July 1 to June 30 at the next Board Meeting on January 5, 2011. To allow for the change in 2011, all current members in good standing had their memberships extended at no cost until June 30, 2011. Dawn spoke to NYSAPLS and they stagger based on when their conference is. When 501(c)(3) we cannot lobby. Our dues and conference registrations are not high. Michelle asked about a rolling membership but taxes may need to have it be on a yearly basis.

A motion was made by Dawn to make membership year match the calendar year and extend all current memberships by 6 months to December 2026. Motion seconded by Bill Trask. Motion carried unanimously.

Dawn – NotebookLM – held to next month

Dawn – Region branding – held to next month

Dawn asked to be first in Board reports next month.

## **Bill**

Bill will create a spreadsheet of all past award recipients, prioritizing lifetime achievement, but looking back through 1999.

Alyssa (lawyer) is making a request to the IRS to determine if 501(c)(3) is the correct category and if we currently have any status (previously applied and were denied as per Michelle). We have state tax exemption. Dawn suggested asking what cadence is appropriate for check-ins with her. We will likely need to provide proof of our status via activities.

Bill also mentioned that there will be an ESRI GIS Community Engagement Workshop at Buffalo State on April 28<sup>th</sup> from 12-4 pm. Encouraged attendance to support Buff State's geography program.

A motion was made by Bill Trask to adjourn the meeting. Motion was seconded by Dawn McCall. Motion carried unanimously.

The meeting adjourned at 11:01 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. Matt, Bill, and Dawn will work on getting the taxes in good standing and apply for 501(c) tax exempt status.
10. Matt will evaluate Stripe and see if it can migrate directly into the membership database.
11. Ryan will work with Greg on additional signs.
12. The NYGeoCon Committee will recommend and the Board will approve NYGeoCon venue (18 months prior to event date).
13. Matt will renew D&O Liability insurance (manual ACH).
14. Matt will renew SSL Certificate nysgis.net with InMotion (auto).
15. The Audit Committee will perform financial review of previous fiscal year.
16. Bill will work with Matt to create a spreadsheet with a summary of tax years filed, years missing, and years in progress.
17. Ryan and Bill will help migrate the general Board files to workspace after the audit in June or July.
18. Appoint and confirm Nominating Committee (President and Board)
19. Customarily chairs Nominating Committee (President-Elect)
20. Accept Audit Committee Financial Audit (Board)
21. Submit and approve NYGeoCon preliminary budget (17 months prior to event date) (NYGeoCon and Board)
22. Consider purchase need of Association merchandise for conference (Board)
23. Prepare a list of departing Board Members, Committee Chairs, and Officers (Secretary)

24. File tax returns (Treasurer)
25. Renew Survey Monkey (auto card) (Treasurer)
26. Melissa H will compare old and new files in Google to determine what is still left to be moved

**NYS GIS Association**  
**14 April 2026**  
**Treasurer's Report 03/18/2026 - 04/14/2026**

**Summary**

- \$75.60 from NYSGIS to Google for GSuite subscription

**Bank Balances**

Date	Description	NYS GIS	GISMO	WNY	Account Balance
03/18/2026	<b>Beginning Bank Balances</b>	<b>\$14,381.29</b>	<b>\$11,492.78</b>	<b>\$1,626.52</b>	<b>\$27,500.60</b>
04/02/2026	Google Workspa Mountain Viewca 1526	-\$75.60	\$0.00	\$0.00	-\$75.60
4/14/2026	<b>Ending Bank Balances</b>	<b>\$14,305.69</b>	<b>\$11,492.78</b>	<b>\$1,626.52</b>	<b>\$27,425.00</b>
	PayPal Transfer (In Transit)	\$148.05	\$37.62	\$13.99	\$199.66
	<b>Checkbook Balances</b>	<b>\$14,453.74</b>	<b>\$11,530.41</b>	<b>\$1,640.51</b>	<b>\$27,624.65</b>
	<b>Savings Balances</b>	<b>\$50,003.25</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$50,003.25</b>
	<b>Total Balance</b>	<b>\$64,456.99</b>	<b>\$11,530.41</b>	<b>\$1,640.51</b>	<b>\$77,627.90</b>

**Membership Summary – 3/18/2026 - 4/14/2026**

Subscriptions	Gross	PayPal Fees	Net
16	\$215.00	-\$15.35	\$199.65
Subs. Period	NYS GIS	GISMO	WNY
5 Year	0	0	0
2 Year	0	0	0
1 Year	16	4	3

