

**ILLINOIS GIS ASSOCIATION
BOARD OF DIRECTORS MEETING AGENDA**

DATE: December 11, 2024
TIME: 10:00 AM – 11:00 AM
LOCATION: Conference Call

Please use the dial in information below:

Dial In: 650 419 1505
Meeting ID: 309 242 768
Join the meeting with the following link:
<https://v.ringcentral.com/join/309242768>

ITEM	DESCRIPTION	PERSON(S)	ATTACHMENT
1.0	CALL TO ORDER		
1.1	Welcome	Mike Kamin, President	
1.2	Roll Call and Establishment of a Quorum <i>Note: The quorum requirement is a majority of the voting members of the Executive Board shall constitute a quorum for transacting association business.</i>		A
1.3	Review and approve agenda - ACTION	Mike Kamin, President	
1.3.1	Approve additions or modifications to agenda		
2.0	APPROVAL OF CONSENT AGENDA - ACTION	Mike Kamin, President	
2.1.1	Approve Board of Director Meeting Minutes – November 6, 2024	Mike Kamin, President	B
3.0	REPORTS		
3.1	President's Report	Mike Kamin, President	
3.2	Executive Director Report	Megan Galeher, Executive Director	C
3.3	Committee Updates		
3.3.1	Education Committee Update	, Chair	
3.3.2	Finance Committee Update	Crystalyn DelaCruz, Chair	
3.3.3	Professional Development	Josh Carlson, Chair	
3.3.4	Program Committee Update	Keith Darby, Chair	
3.3.5	Outreach Committee Update	Lauren Lee, Chair	D
3.4	ACTION ITEMS		
3.4.1	Approval of 2025 ILGISA budget	Crystalyn DelaCruz, Treasurer	E
4.0	ADJOURNMENT	Mike Kamin, President	

First Name	Last Name	Government/Firm Name	Board Position	Voting position	RSVP	In attendance
Mike	Kamin	City of Batavia	President	Y	Y	Y
Rich	Schultz	Adjunct Faculty of GIS	Past President	Y	Y	Y
Keith	Darby	City of Wheaton	President Elect	Y	Y	Y
Crystalyn	DelaCruz	Village of Schaumburg	Treasurer	Y	Y	Y
Steven	Spradling	City of St. Charles	Secretary	Y	Y	Y
Adam	Aull	City of Danville	Director	Y	Y	Y
Josh	Carlson	Kendall County	Director	Y	Y	Y
Lauren	Lee	Whiteside County	Director	Y	Y	Y
Burt	McAlpine	JULIE	Director	Y	Y	Y
Michael	Minn	University of Illinois – Champaign	Director	Y	Y	Y
Megan	Galeher	ILGISA	Executive Director	N	Y	Y
Rick	Church	ILGISA	Managing Director	N	N	N
Mark	Yacucci	Illinois State Geological Survey	Ex-Officio	N	Y	Y
Total voting				10		
Total attendees				13		

**MINUTES – ILLINOIS GIS ASSOCIATION
BOARD OF DIRECTORS MEETING**

Wednesday, November 6, 2024

1.0 CALL TO ORDER

The meeting was called to order at 10:04 AM CDT. Those in attendance were: Mike Kamin, Rich Schultz, Crystalyn Delacruz, Keith Darby, Lauren Lee, Michael Minn, Burt McAlpine Adam Aull, and Steven Spradling.

A motion to approve the agenda was made by Rich Schultz and seconded by Lauren Lee and is unanimously approved.

2.0 APPROVAL OF CONSENT AGENDA

Tabled to next meeting.

3.0 REPORTS

3.1 President's Report

President Kamin---Thank you for the conversation and approval of fee increases, we will talk mid-year about future increases, comparing our fees to other organizations.

3.2 Executive Director Report

No further information.

3.3 Committee Updates

3.3.1 Approval of Board Retreat Funding

President Kamin - - Looking for a budget of \$2,000 to cover cost of retreat in January 2025. Strategic plan work, board member training, budget meeting, planning for the year ahead, goals and objectives for each committee to be discussed over 2 days. \$2,000 amount is based on Chicago or Peoria hotel prices under \$150/night and \$50 for food per diem. Location options include Peoria, Bloomington/Normal, Champaign, or Chicagoland area.

A motion was made by Rich Schultz to approve the board retreat funding. The motion was seconded by Keith Darby and is unanimously approved.

3.3.2 Approval of Dissolving Membership Committee

A motion was made by Burt McAlpine to approve dissolving the membership committee. The motion was seconded by Michael Minn and is unanimously approved.

3.3.3 Approval of Adding Professional Development Committee

Split time between academic and professional development. Education keeps shadowing, scholarships and University pop-up events to increase academic institution involvement (professors and staff a discount, table at conference. Professional Development workshops. Needs further discussion.

A motion was made by Michael Minn to table the addition of a professional development committee. The motion was seconded by Rich Schultz and is unanimously tabled to the next meeting.

3.3.4 Approval of Treasurer and Secretary

A motion was made to approve Crystalyn DelaCruz for the position of Treasurer by Rich Schultz. The motion was seconded by Burt McAlpine and is unanimously approved, with Crystalyn abstaining.

A motion was made to approve Steven Spradling for the position of Secretary by Keith Darby. The motion was seconded by Crystalyn DelaCruz and is unanimously approved, with Steven abstaining.

4.0 ADJOURNMENT

With no further business, President Kamin adjourned the meeting at 10:31 AM CDT

Executive Director Report

ILGISA Executive Director Report 12.11.24

- **Dues Invoicing – 2025 Dues were invoiced last month. Attached is the membership tracking report. As of the end of November, we are at 119 members. Last year at this time, we had 55 members, so we are ahead of pace.**
- **Annual Sponsors – So far, we have had 2 companies renew their sponsorships for 2025. 1 Gold and 1 Silver.**
- **2024 Annual Conference –The 2024 Annual Conference was a success! Below are some final numbers:**
 - **Registration: We had a total of 219 attendees.**
 - **Sponsors/Exhibitors: We had a total of 16 sponsors/exhibitors. Two of them had a double booth, so we had a total of 18 exhibit tables at the Conference.**
 - **Social Event: The Monday Night Social Event was a big success! Everyone had a great time, and we had over 60 attendees.**
 - **Conference Sponsors: In addition to the Annual Sponsorships, we also have the following Conference Sponsors:**
 - **Vendor Reception Sponsors: Horner & Shifrin and Maurer-Stutz Geospatial Services**
 - **Social Event Sponsor: Cloudpoint Geospatial**
 - **Financials: From a financial perspective, I estimate the Conference profited right around \$52,000. We had budgeted to profit around \$53,000, so we ended up very close to budget. (Note: this includes the annual sponsor revenue)**
- **2025 Annual Conference – RFP's have been distributed to several properties in the Chicagoland area for the 2025 Annual Conference. We gave them the deadline of January 3rd to submit proposals.**
- **New Director Training – I will be conducting the new director training on December 18th at 8:30AM. Everyone is welcome to attend, but it is only required for new directors.**
- **Strategic Planning – I will be facilitating strategic planning during the Board retreat in January (final date TBD). Typically a strategic planning survey is sent to membership in advance of the planning. We intend to use the membership survey results in place of the strategic planning survey. Reminders will be sent to members for the next few weeks to complete the survey.**

ATTACHMENT D

Outreach Committee Report

Meeting Occurred: November 21, 2024

Present: Lauren Lee, Mike Kamin, Keith Darby, Justin Emmerson, Micah Williamson, Jessie Flynn, Crystalyn DelaCruz, Dave Peters, 779-348-7659

- I. Updates on current membership and conference attendee numbers were given.
- II. Information was presented on plans for three 2025 regional meetings and additionally looking to plan some University Nights to reach out to students.
- III. Discussion was held on Save the Date Cards and email blasts for events.
- IV. Several ideas were discussed for ILGISA Merch including shirts, stickers, etc. Everyone was encouraged to look for other ideas to bring to the next meeting.

ATTACHMENT E

2025 ILGISA Budget

See attached Excel Sheet: ILGISA 2025 Proposed Budget