

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

DATE: March 12, 2025
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		
1.3.1	Approve additions or modifications to agenda	Mike Kamin, President	
2.0	APPROVAL OF CONSENT AGENDA - ACTION	Mike Kamin, President	
2.1.1	Approve Board of Director Meeting Minutes – February 12, 2025	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	Adam Aull, Chair	D
3.3.2	Finance Committee Update	Crystalyn Delacruz, Chair	
3.3.3	Governance Committee Update	Rich Schultz, Chair	
3.3.4	Professional Development Update	Josh Carlson, Chair	E
3.3.5	Program Committee Update	Keith Darby, Chair	F
3.3.6	Outreach Committee Update	Lauren Lee, Chair	
3.4	ACTION ITEMS		
3.5	OTHER BUSINESS		
3.5.1	NG911 & ILGISA	Mark Yacucci, ISGS	
3.5.2	Illinois State Plane Coordinate System Committee	Mark Yacucci, ISGS	
3.5.3	Statewide Updates	Mark Yacucci, ISGS	
3.5.4	IPEMA Partnership Update	Mark Yacucci, ISGS	
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	N	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	N	N
Rick	Church	ILGISA	Managing Director	N	N	N
Mark	Yacucci	Illinois State Geological Survey	Ex-Officio	N	Y	N
Total voting				10		
Total attendees				10		

**MINUTES – ILLINOIS GIS ASSOCIATION
BOARD OF DIRECTORS MEETING**
Wednesday, March 12, 2025

1.0 CALL TO ORDER

The meeting was called to order at 10:02 AM CDT. Those in attendance were: Mike Kamin, Rich Schultz, Keith Darby, Lauren Lee, Michael Minn, Adam Aull, Steven Spradling, and Josh Carlson.

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

2.0 APPROVAL OF CONSENT AGENDA

A motion was made by Josh Carlson to approve the November minutes. The motion was seconded by Lauren Lee and is unanimously approved.

3.0 REPORTS

3.1 President's Report

President Kamin--- There was a great turnout at the Regional Meeting in Springfield. 80 attendees, positive feedback from attendees. Mike and Ketih finishing up Strategic plan, looking to add items to year 3 of the plan. Reaching out to other organizations to further collaborate. Regional meeting in June, working with APA and CMAP.

3.2 Executive Director Report

Attachment C—Mike Kamin—over 100 ahead of last year on paid members. Approx 30% more members at regional meetings. Annual sponsors increased by 4, to 11. Have space for 20-25 at the annual conference. 2025 Annual Conference at Sheraton Lisle Naperville, Oct 19-21. 2026 Annual Conference at Embassy Suites, East Peoria. Call for content for 2025 Annual Conference will open in April.

3.3 Committee Updates

3.3.1 Education Committee

Chair—Adam Aull— Working on trying to revamp student award protocols, 2 part submission, one for the student to fill out and the other for a professor sponsor. Meeting 3/13 to finalize plan to discuss with board at April meeting. May change the date to come ahead of the board meeting.

3.3.2 Finance Committee

Chair—Crystalyn DelaCruz— No Updates

3.3.3 Governance Committee

Chair—Rich Schultz— No Updates

3.3.4 Professional Development Committee

Chair—Josh Carlson—Had first official meeting, 5 attendees, reaching out to potential presenters. Options of lightning talks, or panel discussions in addition to webinars. Fourth Tuesday at 2pm.

3.3.5 Program Committee

Chair—Keith Darby— The Springfield regional meeting overall successful, considering going back there for future regional meeting. See President's report on dates and locations for annual meetings. June 27 at CMAP for Summer Regional Meeting Community/Economic Development focused presentations. Downstate regional meeting in process. Next meeting Tuesday March 18th at 10am. Registration revenue \$4900. Food costs around \$1600, \$3000 profit. Summer regional meeting \$50 for members, \$60 for non-members, keeping students at \$20. Considering \$25 next year.

3.3.6 Outreach Committee

Chair—Lauren Lee— Webinar call for content added to website, merch and swag updates ready to vote on for next meeting. Discussed further content ideas, regional meetings, webinar, annual conference, job posts. Starting a Board Member spotlight, and newsletter on committee spotlights and meeting dates/times.

3.4 Action Items

3.5 Other Business

Equity and Social Justice Map Booklet City of Wheaton and their Streamlining Lead Service Line Replacement project.

3.5.1 NG911 & ILGISA

Nothing to report

3.5.2 Illinois State Plane Coordinate System Committee

Nothing to report

3.5.3 Statewide Updates

Met to hear about federal agencies updates. 41 counties of lidar are coming, and they are looking into a statewide parcel dataset.

3.5.4 IPEMA Partnership Update

Nothing to report

4.0 ADJOURNMENT

A motion to adjourn the meeting was made by Keith Darby and seconded by Adam Aull. With no further business, President Kamin adjourned the meeting at 10:39 AM CDT

Executive Director Report

ILGISA Education Committee Meeting Notes of 4/3/2025

- **Revised the draft Student Nomination Form**
 - **Removed the excess of employment questioning from item #8**
“Please state the name of the firm, beginning and ending dates of your last two employments or internships, and the nature of your role at each”
for the purpose of making it more likely that students without internships would apply.
 - **Changed item #15 from an upload of the letter of recommendation to the student providing an email address of the recommender.**
- **Moved to send the revised form to the Board for action**

Current Student Award Nomination Form

Draft April 3, 2025

General Section

Application Materials must be received by September 17th, 2025.

In order to be considered for the scholarship, ILGISA must receive:

- 1) Your completed application form.
- 2) A letter of recommendation.
- 3) Digital Portfolio containing relevant bodies of work

1. First Name*

2. Middle Name

3. Last Name*

4. Your Contact Information

Street Address:*

City:*

State:*

Zip Code:*

Phone Number:*

Email Address:*

5. Name and Address of College/University:*

6. Please list you major/minor and anticipated graduation date:*

7. Please select the degree type being sought:*

Undergraduate Degree

Graduate Degree

Other

8. Employment and/or internship experience in your field of study, if applicable:*

9. List any extracurricular activities, memberships, or offices held with applicable dates, including other professional or academic organizations and length of membership if applicable.

10. Have you participated in any ILGISA-sponsored events or served on ILGISA committees? If yes, please describe.

11. Have you ever received any honors or awards for academic achievement? If yes, please describe.

12. Please list any other scholarships or fellowships that you have received:

13. Please list any research papers, projects or studies previously pursued, giving the titles and references for all published works, as well as unpublished works:

14. Briefly describe in 400 words or less why you want to incorporate GIS into your current research or academic studies and how you plan to use GIS after you finish your degree:*

Upload Attachment

15. Please provide the email of the person submitting a letter of recommendation:*

16. Please attach your digital portfolio:*

Upload Attachment

or

Text line for weblink

SUBMIT

ILGISA Professional Development Committee Minutes

Met Mar 27 2025, 6 in attendance

- Further discussion of virtual panel discussion for May
- Webinars confirmed for April and June

Action Item: Create an ILGISA Forum

Description:

In order to foster a greater sense of community among the membership, facilitate communication and the sharing of ideas, and to ultimately give our members increased value for their membership, ILGISA should operate an online forum. The forum provided with the current website is barely functional, and an alternative is needed.

To accomplish this, I propose ILGISA create an Amazon Web Services account and deploy an instance of Discourse and evaluate its use for at least 6 months.

Discourse (not to be confused with "gamer Slack" Discord) is a widely-used, well-developed, and industry recognized forum platform.

Budget

- Discourse: \$0
- AWS: No more than \$5 monthly, likely less

Discourse is Free and Open Source Software, and requires no licensing or support fees to operate our own instance, no matter how many users we have.

In AWS, the instance size required to meet Discourse's minimum requirements falls in the AWS Free Tier. This means that the machine running Discourse would not incur any hourly cost to operate. We would be responsible for storage and data transfer costs; these costs vary with usage patterns, but are estimated to be \$1.60 and \$0.90 monthly, respectively.

Timeline:

Following approval by the board, an AWS account would be created, and Discourse deployed within the same month. Copies of all administrative credentials for both AWS as well as Discourse itself will be made available to other committees and CM Services as the board / Outreach Committee deems appropriate.

Once the instance is successfully deployed, the forum will need to be configured before members will be able to use it. The goal will be to complete configuration by or before June. Once configured, ongoing management of the forum would fall to the Outreach Committee.

Once open to the membership, the remainder of 2025 will be an evaluation period. At the end of the year, we will evaluate how useful the forum has been to the organization and whether it is something we wish to continue putting resources towards.

Deployed by Whom?

Having created and run discourse instances for multiple organizations in the past, I (Josh Carlson) am willing and able to do all the initial work of getting the forum off the ground.

Other Considerations

Discourse has the option of showing ads. (Ads that we choose, not just random internet ads. Essentially, the same kinds of ads currently on the ILGISA site.) This could potentially turn the forum into a means of generating revenue.

**ILGISA Program Committee Minutes
3/18/2025**

I. Annual Conference Update

- Megan is finalizing a contract with the Shearon Hotel in Lisle
- Working on getting a keynote speaker, a conference theme, and social event locations

II. Springfield Regional Meeting Recap

- Had 80 registered, around 70 showed
- Should be considered for future regional meetings
- Consider adding a hotel room block for those staying the night before

III. Chicago Regional Meeting Update

- Call for content will be sent by the end of the week
- Will need to look at how many are interested in going on a tour of the old post office building after the meeting

IV. Summer Downstate Regional Meeting Update

- Continuing to look for a venue and date in Southern Illinois.

V. ILGISA Updates

- All committees are working on various projects
- The Board is working on finalizing the next strategic plan

VI. Next meeting: April 22nd

VII. Meeting adjourned at 10:35 AM.