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

ILLINOIS GIS ASSOCIATION
BOARD OF DIRECTORS MEETING AGENDA

DATE: December 9, 2025
TIME: 10:00 AM – 11:00 AM
LOCATION: Conference Call

ITEM	DESCRIPTION	PERSON(S)	ATTACHMENT
1.0	**CALL TO ORDER**		
1.1	Welcome	Keith Darby, President	
1.2	Roll Call and Establishment of a Quorum *Note: The quorum requirement is a majority of the voting members of the Executive Board shall constitute a quorum for transacting association business.*		A
1.3	Review and approve agenda - **ACTION**	Keith Darby, President	
1.3.1	Approve additions or modifications to agenda		
2.0	**APPROVAL OF CONSENT AGENDA - ACTION**	Keith Darby, President	
2.1.1	Approve Board of Director Meeting Minutes – November 12, 2025	Keith Darby, President	B
3.0	**REPORTS**		
3.1	**President's Report**	Keith Darby, 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	Steven Spradling, Chair	E
3.3.3	Governance Committee Update	Mike Kamin, Chair	
3.3.4	Professional Development Committee Update	Josh Carlson, Chair	
3.3.5	Program Committee Update	Mike Kamin and Steven Spradling, Co-Chairs	F
3.3.6	Outreach Committee Update	Lauren Lee, Chair	G
3.4	**ACTION ITEMS**		
3.4.1	2026 ILGISA Budget approval	Steven Spradling, Treasurer	H
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**	Keith Darby, President	

ATTACHMENT A

ILLINOIS GIS ASSOCIATION
BOARD OF DIRECTORS MEETING
December 9, 2025

ILGISA Board of Directors Roll Call

First Name	Last Name	Government/Firm Name	Board Position	Voting position	RSVP	In attendance
Keith	Darby	City of Wheaton	President	Y	Y	
Mike	Kamin	City of Batavia	Past President	Y	Y	
Lauren	Lee	Whiteside County	President Elect	Y	Y	
Steven	Spradling	City of St. Charles	Treasurer	Y	Y	
Renee	Buker	Western Illinois University	Secretary	Y	Y	
Adam	Aull	City of Danville	Director	Y	Y	
Josh	Carlson	Kendall County	Director	Y	Y	
Hunter	Ray	Cloudpoint Geospatial	Director	Y	Y	
Burt	McAlpine	JULIE	Director	Y	N	
Daniel	Bartlett	Cook County	Director	Y	Y	
Megan	Galeher	ILGISA	Executive Director	N	Y	
Rick	Church	ILGISA	Managing Director	N	N	
Mark	Yacucci	Illinois State Geological Survey	Ex-Officio	N	Y	
			Total voting	10		
			Total attendees	13		

ATTACHMENT B

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

1.0 CALL TO ORDER

The meeting was called to order at 10:01 AM CST. Those in attendance were: Keith Darby, Mike Kamin, Lauren Lee, Steven Spradling, Renee Buker, Adam Aull, Josh Carlson, Hunter Ray, Burt McAlpine, and Dan Bartlett.

A motion to approve the agenda was made by Mike Kamin, seconded by Burt McAlpine, and is unanimously approved.

2.0 APPROVAL OF CONSENT AGENDA

A motion was made by Adam Aull to approve the October minutes. The motion was seconded by Lauren Lee and is unanimously approved.

3.0 REPORTS

3.1 President's Report

President Darby –

- Please inform Keith and Renee if you are unable to attend a board meeting; at least six board members must be present for a quorum.
- Mike will be serving as parliamentarian for Robert's Rules for the meetings.
- Talk to Keith if you have questions about whether a topic for the board should be considered an Action Item.
- Please review the ILGISA bylaws.
- For official board business, please send communications through email.
- Committee chairs should check in with members, if they haven't already, to confirm who will be continuing on the committee for the 25-26 year. Updates are needed from each committee on strategic plan progress by the January board meeting.
- The monthly board meeting time will change to the second Tuesday of the month at 10am, starting Tuesday, December 9. The deadline for agenda items will also be adjusted accordingly to the Friday afternoon before the meeting.
- Rich Schulz reported to President Darby that DePaul University and Wheaton College have new institutional ILGISA memberships.
- Jim Wilson from NIU reached out to ILGISA about their Career Day on November 21. Keith will be attending in person, and Mike and Lauren hope to join remotely. Please share with any alumni who would be interested in attending.

3.2 Executive Director Report

President Darby reviewed Attachment C from Megan Galeher –

- Dues will be invoiced November 17th.
- 2026 budget proposal was sent to the Finance Committee for review.
- New CM contract was sent for the board to review.

- 18 total annual sponsors this year
- Final numbers for the 2025 Annual Conference were very positive – 255 total registrants, net profit of $52,605.
- 2026 Annual Conference will be at the Embassy Suites in East Peoria October 18-20.
- Should start considering properties for the 2027 Annual Conference.

3.3 Committee Updates

3.3.1 Education Committee

Chair—Adam Aull— The committee met on November 6. Adam will need access to the Survey 123 account to set up forms for the Student Scholarship award. Members on the committee have connections with a number of different institutions across the state and have some good input on reaching out to students. There was discussion on converting student members to full members, including reaching out to past interns and communicating the benefits of ILGISA membership to their new employers. Adam will follow up with Keith further on where to focus the committee's efforts on the strategic plan.

3.3.2 Finance Committee

Chair—Steven Spradling — The committee met on November 5. Steven outlined some of the adjustments the committee made to the proposed budget. The income for the annual conference was adjusted down, due to the location being in central Illinois in 2026 (historically lower attendance), and income for regional meetings was also adjusted down, based on 2 planned meetings in 2026 versus the 3 that were held in 2025. Expenses were also adjusted to move the board retreat to a 3-year cycle, increase the student scholarship amount, reduce regional meeting costs (from 3 to 2), increase funds for conference promotion and MAGIC sponsorship, and add a line item for a hardship fund. A final copy of the budget will be sent out to the board for approval at the December meeting.

3.3.3 Governance Committee

Chair—Mike Kamin— First meeting will be in December. Mike is looking for a few more members for some work on reviewing the bylaws this year.

3.3.4 Professional Development Committee

Chair—Josh Carlson— Webinars are scheduled for the rest of the year. The November webinar will be presented by Griffin Thompson, expanding upon a shorter (and very well-received) presentation he made at the annual conference. Sanborn plans to promote the webinar as well. Burt McAlpine will be presenting the December webinar. The committee is looking at two potential virtual workshop topics for the coming year.

3.3.5 Program Committee

Chairs—Mike Kamin and Steven Spradling – Two regional meeting locations and dates are set for 2026. IDOT will host a regional meeting on March 23 on the topic of public works, and CMAP will host a regional meeting on June 26 on the topic of collaboration. The committee plans a curated approach for content at these meetings. They will be working on locating restaurants for social events, as well as potentially a hotel block for the Chicago meeting. They are also beginning to look at possible locations for the 2027 annual conference.

3.3.6 Outreach Committee

Chair—Lauren Lee— Last meeting was before the conference. Spinner pens were ordered for the annual conference, and the web app competition was judged. The committee will be meeting again November 20.

3.4 Action Items

3.4.1 Approval of Secretary and Treasurer Appointments

A motion was made by Burt McAlpine to approve the secretary and treasurer appointments made by President Darby. The motion was seconded by Mike Kamin and is unanimously approved.

3.4.2 Approval of the CM Services Contract

A motion was made by Mike Kamin to approve the CM Services Contract. The motion was seconded by Josh Carlson.

Discussion—President Darby mentioned that the contract had been reviewed by the Finance Committee, who reported no issues budget-wise. Overall he reported no issues with CM Services over the past contract period and recommended approval. A price sheet was sent out to the board before the meeting detailing specific costs. Steven Spradling pointed out that the wording of the new contract was exactly the same as the previous contract. Dan Bartlett asked if flat pricing had been compared with paying per service. Mike Kamin said that in the past when the board had bid out the work, a flat fee seemed fairly standard among other companies, too, and that when it had been examined in the past, flat fees generally covered more than necessarily expected. He spoke positively about how CM Services worked with the board when the annual conference was cancelled during COVID and the organization's finances were behind. Mike also spoke of his experience on the board with MAGIC, which does not have an external company managing the business side, and he recommended against that route.

The motion is unanimously approved.

3.5 Other Business

3.5.1 NG911 & ILGISA

Mike Kamin reported on behalf of Mark Yacucci, who was at GIS Day at IDOT. The Clearinghouse is continuing to add to the rest services available for the statewide aerial data that was funded through the State 911 office. URLs will be sent out as they are available.

3.5.2 Illinois State Plane Coordinate System Committee

Nothing to report

3.5.3 Statewide Updates

Nothing to report

3.5.4 IPEMA Partnership Update

Nothing to report

4.0 ADJOURNMENT

A motion to adjourn the meeting was made by Mike Kamin and seconded by Dan Bartlett. With no further business, President Darby adjourned the meeting at 10:38 AM CST.

ATTACHMENT C

ILGISA Executive Director Report 12.9.25

- **Dues Invoicing –** 2026 Dues were invoiced on November 17th. Since dues have been invoiced, I re-started the membership tracking report for 2026. It is attached.

- **2026 Budget –** 2026 budget proposal has been sent to the board for review.

- **CM Contract –** New CM Contract was approved & signed by both CM & ILGISA.

- **Annual Sponsors –** We will end the year with a total of 18 sponsors. Our revenue total is $39,605. (We budgeted $45,850)

- **New Director Training –** Was conducted on Nov 20th. Click here to view a recording of the training.

- **Treasurer Training –** Was conducted on Dec 2nd. Click here to view a recording of the training.

- **2025 Annual Conference Survey Results:**

  - Click here for Attendee Survey Results
  - Click here for Exhibitor Survey Results

- **2026 Annual Conference** – We are contracted with the Embassy Suites in East Peoria for the 2026 Annual Conference. Save the date – October 18-20, 2026.

- **2027 Annual Conference** – We should start considering properties for the 2027 Annual Conference.

ILGISA Membership Tracking Report

2026

	Individual Categories					Organizational Categories				Sponsor Categories						
	Professional	Student	K-12 Educator	Retiree	Lifetime	Organizational		University		Gold		Silver		Bronze		
	$100	$10	$10	$10	$0	$100/person		Varies		$3,500		$2,500		$1,500		
	Individuals	Individuals	Individuals	Individuals	Individuals	Companies	Individuals	Universities	Students	Companies	Individuals	Companies	Individuals	Companies	Individuals	
Nov prior year	31	15	1	1	17	5	14	1	0	0	0	0	0	0	0	79
Dec prior year																0
Jan current year																0
Feb current year																0
Mar current year																0
Apr current year																0
May current year																0
Jun current year																0
Jul current year																0
Aug current year																0
Sep current year																0
Oct current year																0
Nov current year																0
Dec current year																0
Current Year Total	**31**	**15**	**1**	**1**	**17**	**5**	**14**	**1**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**79**
Current Year Approx. Revenue	**$3,100**	**$150**	**$10**	**$10**	**$0**	**n/a**	**$1,400**	**$200**	**n/a**	**$0**	**n/a**	**$0**	**n/a**	**$0**	**n/a**	**$4,870**

2025 Year End Total	**267**	**47**	**2**	**6**	**17**	**34**	**94**	**7**	**120**	**3**	**12**	**4**	**15**	**11**	**20**	**600**
Variance	**-236**	**-32**	**-1**	**-5**	**0**	**-29**	**-80**	**-6**	**-120**	**-3**	**-12**	**-4**	**-15**	**-11**	**-20**	**-521**

ATTACHMENT D

Illinois GIS Association

Education Committee Notes

Date: December 4, 2025

1. Committee Member Introductions

2. AMENDMENT – Recommendation to the Board

   2.1 Student Scholarship Award

   - Two scholarships - undergrad and post-grad
   - Proposal to increase the award from $500

     Mike Kamin informed the committee that $1500 is budgeted for the scholarship. We recommend having 2 scholarships, undergrad and post-grad. That way they will not compete. The $1500 will be split between the two.

3. Connections with Educational Institutions

   3.1 Popups / Student Nights – Spring 2026

   - Purpose: Informal, on-campus events focused on

     • Networking

     • Project portfolios

     • Skill sets

     • Résumés

     • “Day in the life” of GIS professionals

     Brad Brewer contacted ISU about hosting a student event. He received interest and is moving forward.

Mike Kamin has contacts at member institutions. Focus groups and lightning talks would be set up for students and professionals. Panels of professionals for question/answer time. Recommendation to not overfill the venue with professionals. Will provide his previous notes on this topic to the Committee. Three events for the Spring 2026 semester.

Renee Buker suggested adding extra credit to the event to draw students to it.

Rachel Loftus suggested advertising free food.

- Format: In-person events, approximately 2–3 hours
- Participation: Broad representation across GIS roles (public/private sectors, data editors, developers, analysts, managers, etc.)
- Structure: Large-group networking with optional small-group focus discussions

Committee Member Action Items

- Identify and coordinate with potential host institutions
- Recruit colleagues to participate
- Propose and set potential event dates

Mike Kamin suggested tracking down all the spring breaks, so we don't schedule during those dates. Have the committee members, and board members, send in where they graduated from and where they live. So, we know who might be able to participate where. Regional meetings March 20 Springfield at IDOT for a regional meeting and June 26 in Chicago at CMAP.

Brad Brewer will reach out to Cloudpoint.

Adam Aull assigned homework to the committee members to work through December, and beyond, coordinating the 3 student events. They will report back to the committee at the January 8th meeting.

4. Adjournment

ATTACHMENT E

ILGISA Finance Committee

11/5/2025

Discuss proposed budget

Income

Adjusted value based on Central IL Annual Conference

Adjusted values based on 2, not 3, regional meetings this year

Expenses

Removed Board Retreat, will be on 3-year cycle to align with strategic plan years

Increased scholarship to $1,500

Reduced Regional meeting expenses, 2 meetings instead of 3

Moved webinar expenses (for forum) to website

Added $500 to committee expenses for banners and save the date cards

Added line item for MAGIC sponsorship $250 trade

Added Hardship fund line item $500

Need to discuss with board how to distribute and determine eligibility

Post meeting

Reached out to Megan for further clarification on points brought up by committee

- Do we have a fee calendar with when our expenses are due?
  We don't have a formal fee calendar. I could have our accounting team export some kind of report that shows when expenses were paid in 2025 to give you a general idea if that would be helpful? Keep in mind that each year is a little different, depending on timing of Regional Meetings.
- We are looking into options for putting some of the reserve money in a CD to lock in a higher interest rate.
  Sounds good - just remember we should always have at least 6 months of operating expenses available in reserves (liquid)
- Are we paying any fees for our accounts at the bank, (Line 35 Misc. Expenses and **Bank Charges)**?

Yes, we pay around $87/month in bank fees. This is a general maintenance fee, plus we add on fraud protection (positive pay).

- In the Webinar Expenses (Line 41), is that $26.50 for the Forum that was started this year?
  Yes, that is the forum expenses. That should fall under website. Not sure how it ended up in webinar - might just be human error. I'll chat with our accounting team and get that fixed in the P&L.
- Do we get a discount for paying our vendors by check, or would it be worth looking into an organization credit card with a cashback option.
  No, we don't get a discount for paying by check; however, in some cases, we avoid credit card fees charged by the vendor. We can chat more about this at the Treasurer training, but in a nutshell, I have a company credit card that I use occasionally for ILGISA expenses when necessary (some vendors might only accept credit cards, etc.) This is a CM Services credit card. CM Services pays the bill monthly (with CM's money), and then charges ILGISA for any transactions that were made on their behalf (no interest - just the flat amount that was charged to ILGISA). ILGISA getting their own credit card is a possibility, but it does add another card that needs to be reconciled monthly for our accounting team. There's pros and cons.. Rick might have insight into this too during treasurer training.
- I did notice the discount received on the invoices for the annual conference.
  The discount received for the Annual Conference wasn't from paying by check. It was a negotiated discount during contracting.

ATTACHMENT F

Program Committee Meeting

11/18/2025

1. Welcome
2. Introductions
3. Regional Meetings 2026
   - 2 Regional Meetings Planned
     - March 20th @ IDOT "Public Works"
       - 125 attendees as a goal
       - Working on hotel block
     - June 26th @ CMAP "Collaboration"
4. Conference Update / Plans
   1. Committee members report very positive responses reported.
   2. Panels are so well received that we are planning on a panel track in 2026.
   3. Women in GIS, reach out to them about joining program committee meetings.
   4. Discussing when/where to do Special Interest Groups (SIGs).
   5. Will create large format conference maps for future events.
   6. Looking into digital maps (pdf/ArcGIS Indoors).
   7. Alter social events give more sponsor time with participants.
   8. Bowling was such a success in 2024, looking into facility rental / longer duration.

ATTACHMENT G

ILLINOIS GIS ASSOCIATION

OUTREACH COMMITTEE

11/20/25

I. CONTENT IDEAS – ILGISA WEBSITE

a) Update GISP Certification under "Resources" – Keith Darby draft

b) Add Remote Pilot Certification under "Resources" – Keith Darby draft

c) Homework – Look around website to find other areas that may need updating

(1) Educational Resources needs updating – Ask Education and Professional Development for help?

II. CONTENT IDEAS - LINKEDIN

a) Monthly Job posts (no jobs listed for November), Articles, Webinars, New Board member spotlight posts starting after first of the year

III. CONTENT IDEAS – ILGISA FORUM

a) Discussion Topics – 2x a month, brainstorm ideas

IV. LAPSED MEMBERS

a) In Strategic Plan for Quarter 1 of 2026, double check lists before we contact

b) Make effort to contact after the membership Grace Period

Next Meeting: Dec 18th at 3 pm

ATTACHMENT H

Action Item

2026 ILGISA Budget

See attached Excel Sheet: ILGISA 2026 Proposed Budget