

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.