

NSGIC Board of Directors Meeting

November 29, 2021

Minutes

I. Call to Order; Roll Call & Establishment of Quorum Jenna Leveille President Leveille called the meeting to order at 3:02 pm ET. Roll call was performed and a quorum was established.

Confirmed in attendance:

Executive Officers and Directors: President, Jenna Leveille (AZ); Past President, Frank Winters (NY); President-Elect, Jonathan Duran (AR); Megan Compton (IN); Leslie Jones (AK); Ken Nelson (KS); Richard Wade (TX); John Watermolen (NE); Mark Yacucci (IL)

Other Council Officers (non-voting): Greg Bunce (UT), Secretary; Mark Holmes (MI), Treasurer

II. Changes/Additions to Agenda Jenna Leveille No changes or additions to the agenda were made.

III. Announcements Jenna Leveille No announcements were made.

IV. Consent Items Jenna Leveille The [Draft Board Minutes from September 24, 2021](#) were unanimously approved.

V. Treasurer's Report Mark Holmes Treasurer Holmes presented this month's [Treasurer's Report](#) noting that the organization is in a healthy financial position. Holmes noted the organization's bank accounts are all stronger compared to last year at this time. Holmes also shared key indicators of revenue - memberships, sponsorships, and conference registrations - have all exceeded budget. Holmes finally shared the organization is in a good financial standing with revenue over expenses. The Treasurer's Report was unanimously approved.

VI. Unfinished Business Jenna Leveille There was no unfinished business for consideration.

VII. New Business Jenna Leveille

*NSGIC exists to advance effective national coordination of geospatial information by supporting state-level cooperation.
NSGIC serves as a national forum for the development of capable and future-oriented geospatial leadership.*

- a. **2022 Budget** Mark Holmes Treasurer Holmes presented the organization 2022's budget for Approval. The budget included an increase in revenues from memberships and sponsorships, increasing expenses due to anticipated hybrid conferences, legal expenses for exploring a conversion to a 501(c)(3) status, increases to bring staff salaries closer to market rate, and finally, adding an advocacy consultant. Holmes also shared the total expense amount for 2022 is \$999,800 which projects a revenue over-expense loss of \$121,200. The revenue-over-expense loss amount includes the \$70,000 the board voted earlier this year to pull from reserves for strategic investments in the organization. The 2022 budget was passed unanimously.

- b. Appointment of Interim Executive Director Jenna Leveille President Leveille presented proposed action to hire Dan Ross as interim executive director in a contract position effective January 3, 2022. The position will last a period of 120 days in which Dan Ross will perform executive director duties as directed by the board. Compensation will be determined at a future date by the board. President Leveille called for a motion. President-Elect Duran so moved and Director Wade seconded the motion. There was no additional discussion. The motion for Dan Ross as interim executive director for NSGIC passed unanimously.

- c. Bank Account Signatories Jenna Leveille President Leveille presented proposed action to make Jonathan Duran, Mark Holmes, and Dan Ross signatories on all NSGIC accounts held at PNC and RBC effective Immediately; and for Molly Schar to be removed from the accounts as of January 1, 2022. President Leveille called for a motion. Past President Winters so moved and Director Compton seconded. There was no additional discussion. The motion to add Jonathan Duran, Mark Holmes, and Dan Ross as signatories passed unanimously.

- d. PEO Roles Jenna Leveille President Leveille presented proposed action to change the following roles with Insperity as of January 1, 2022: the owner/CEO role from Molly Schar to Jonathan Duran, the payroll administrator role from Molly Schar to Dan Ross, and finally, on-site supervisor role from Molly Schar to Dan Ross. President Leveille called for a motion. Director Watermolen so moved and Director Jones seconded. The motion to change PEO roles passed unanimously.

VIII. Confirm Upcoming Meeting Dates: Jenna Leveille a. Board Meeting: Monday, January 31, 2022
3pm - ET

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b. Board Strategic Discussion: Monday, February 28, 2022 3pm - ET

IX. **Executive Session** Jenna Leveille
The board met for Executive Session.

X. **Adjournment** Jenna Leveille
The meeting was adjourned by President Leveille at 4:06 pm ET.

Signed: 

Date: 12/2/2021

Greg Bunce
Secretary