

NACIS BOARD MEETING - MAY 2026

Date: May 7, 2026 Board Meeting

Time: 7 PM Eastern

Location: Online

Executive Office (non-voting)

X Susan Peschel, Business Manager (*Central time*)

Martha Bostwick, Associate Business Manager (*she/her, Atlantic time*)

X Kate Leroux, Director of Operations (*she/her, Pacific time*)

X Jenny Marie Johnson, Executive Director (*she/her, Central*)

Executive Board (voting)

X Hannah Dormido, Past President (*term expires 10/26*) (*she/her, Eastern*)

X Vicky Johnson-Dahl, President (*term expires 10/26*) (*she/her, Eastern*) X

Nick Lally, Vice President (*term expires 10/26*) (*he/him, Eastern*) X Jen

Mapes, Vice President-Elect (*term expires 10/26*) (*she/her, Eastern*) X

Josie Sajbel, Secretary (*term expires 10/27*)

Neil Allen, Treasurer (*term expires 10/26*) (*Pacific*)

Board of Directors (voting)

Jessica Breen (*term expires 10/26*) (*she/her, Eastern*)

Silas Hill (*any pronouns, Eastern, term expires 10/26*)

X Lily Houtman (*term expires 10/26, they/them, Eastern*)

Mike Foster (*term expires 10/27*)

Kelsey Taylor (*term expires 10/27*) (*she/her, Eastern*)

X Deondre Smiles (*term expires 10/27*)

X Zhaoxu Sui, Student Board Member (*he/him; Eastern; term expires 10/26*)

X Alexis Wood, Student Board Member (*term expires 10/27*) (*she/her; Pacific*)

Ex-Officio (non-voting)

X Jim Thatcher, *Cartographic Perspectives* Editor

X Nat Case, *Atlas of Design* Series Editor (*he/him, Central*)

X Daniel Huffman, Volunteer Coordinator

Guests (non voting)

X Joanna Merson

DEI Speaker vote via email: 4/14

Email votes on 4/15: 14 Ayes, Motion passes unanimously on 4/17

Welcome and Approval of Minutes (Vicky)

- We'll discuss, amend if needed, and vote to approve the April minutes ●
- Speaker email by vote went well, thank you everyone, the motion passed.

Vicky: Thank you all for being here. We are not at quorum today. We will move to approve the April minutes via email, please review them; email voting for DEI speakers after the last meeting went well. Will have to email a few votes from this meeting due to missing a few voting members today.

Conference Updates (Nick & Jen)

- Keynote update
- CFP update (please promote among your networks!)

Nick - Waiting for submissions to come in. We would appreciate it if folks could send around to their networks once publicized. [discussion about the keynote speaker panel] Hopefully you can all advertise this to your network soon, especially as registration begins to open. Jen - Once we confirm the folks on the panel, I think there is opportunity to do some creative targeted advertising.

Vicky - I love that idea. Do you have a co-host for PCD yet?

Jen - Yes, I do, it's Joy Ihuka.

Website rebuild check-in (Kate)

- Final recommendation on vendor

Kate: Hopefully everyone has had a chance to look over the document I sent over; Neil has come through with finding another vendor who has worked with other mapping companies. I and the rest of the website team went back and forth with them until we felt satisfied and confident with their work, and they cost a lot less money. I've added the details of their yearly maintenance fees via email. I want to open the floor for questions or feedback and we will be voting by email on this shortly.

Nick: I'm wondering how the design process works with them.

Kate: Their proposal was not as detailed as the one from Gecko. It sounds like they do a documentation-first approach, they will do some discovery on what we want and need, and document this all before starting. We will have a chance to review the approach. There may be some information beyond that in the proposal but they didn't give a lot of detail. It's a relief that we were able to find a vendor that was much more affordable and that we can feel confident in hiring.

Vicky: Thank you to Kate for leading this process, and for writing up a nice summary.

E3 (Neil/Martha)

- E3/YouTube conversation
 - Paywall
 - Sponsorships on title slides
 - Pay-to-stream

Vicky: Neil is traveling and Martha may be joining later, so I will give a brief summary. They talked to E3 who suggested putting videos behind a paywall for a certain amount of time, adding sponsorship to the title slides, which the fundraising committee is adding to the proposal. I don't know much on the pay-to-stream option but we can hear from them at a later time.

Atlas of Design (Nat)

- Transition to U VA Press
 - Storing backstock for at least 1 calendar year at East View: \$1080 prepaid ○ Books shipped to U VA (\$531) after a couple sessions of barcode stickering (\$150 labor: 75 books per person-hour processing time for future reference) ○ Seeking long-term backstock storage closer to Pennsylvania—leads welcome. Self-storage unit?
- Publicity
 - No real movement on publicity itself, no volunteers have come forward. Need to meet with Kelsey. My focus has been on the UVA transition.
 - Towards course adoption: we want a curriculum guide, have a lead from former editor Tracy Tien.
- Printing offshore: Quotes from Lithuania and Asia (not China) under \$7000 for 1500 copies, including shipment to UVA Press. Still some quotes outstanding.
- Goals for next meeting: live UVA sales,

Nat - The process of moving the books to the University of Virginia press - they got shipped out today. We know how long now it takes to barcode the existing stock, which is 75 books an hour per person. We barcoded all the ones that need to go out this time, and we paid a warehousing worker to help out this round. At some point before they restock, we will want to barcode the rest of the stock. We can get an inventory and budget for what that is, and build that into our costs to budget for this in 2027.

We are going to stock the back stock at East View, in terms of price and accessibility, this was the best way to go. It will be good in the long term to find someone who has steady volunteer access to run the backstock out of Pennsylvania, what will happen is new volumes will come in, and backstock will go to the warehouse, and we don't want to have to ship them across the country every time. If anyone knows someone to help with this, that would be great. No movement on publicity or newsletter push. Daniel or Martha - perhaps you could look through folks who want to help and find volunteers for this?

We are currently working on a curriculum guide for publicity based on an existing guide from former editor Tracy Tien. The catalog website already has a quick way to request this. Printing offshore, quotes are about half or less of what we've been paying recently. We will be able to reduce costs a lot this way, will just need to push our production schedule back by a few months with the current timing of files sent to printer. Hopefully by the next meeting, we will have UVA press catalog up and running, we will flip the switch with East View, and in general though, the prices will be going up. We got a little bit of a surge from our existing populous when we notified of prices going up.

Vicky: That's really cool about the Atlas being used in curriculum. So Tracy uses it when she

teaches?

(discussion about Atlas use in the classroom and possibilities with our membership)

Cartographic Perspectives (Jim)

- Book review shipping costs - we can only afford to ship to U.S. addresses due to cost increases, we are a **North American** association. This is an issue raised by the editors and CP board.

Jim: Shipping costs have gone up and continue to go up. We don't have the budget to ship books to review for people outside the US. In the past, we've limited book reviews to North America to cut costs, and that seemed reasonable, but now we can't send them to reviewers in Canada or Mexico. I would like to request \$250 to cover potential excess shipping in order to remain a North American journal. How do I go about requesting this formally?

Nick: Sounds like a no-brainer to me, but I'm wondering how this works with financing since we voted for a budget, but it has changed, does Jim put in a proposal in order to change the budget? Do we need Neil's approval?

Vicky: We should run it by Neil. In the meeting chat, Susan said she and Neil will figure out a path forward. Jim, you can loop in me and Jenny Marie as needed.

Jim: And just as a general update, the special issue is waiting on guest editors. There is a brief delay but our next edition should be ready to go on pace with our usual schedule.

Communications & Outreach (Kelsey not able to make the meeting)

- Let Kelsey know if you have content for May/June
- Pulling content for Socials from NACIS News
- Continuing #mapoftheweek as people submit them (please submit if you want to be featured!)

DEI (Zhaoxu & Joanna)

- Update on the DEI speakers
 - present the legal memo for the indigenous member waiver for the board's awareness. Joanna found the pro bono expertise and can speak directly to the memo for NACIS

Zhaoxu: Thank you to all who supported our DEI speakers and who voted to approve the speakers via email. We sent out the invitations via email this week and are expecting replies by May 15, but we will send reminder emails if they don't reply. We are also working on the legal memo for the indigenous membership waiver. Silas and I think it would be great to invite someone to come to the board meeting to answer questions about the memo. The memo was attached in the spring board meeting.

Joanna: I wanted to give a brief history of this memo. It's from the DEI committee putting action

where words are in terms of land acknowledgments. There was a lot of support for putting forth an actionable item on this topic. We had looked into legal advice towards a risk-averse style to not put liability on the board or individuals. We had looked for a legal free consultation on the matter. I have been in contact with Michael Moffitt about this.

<https://law.uoregon.edu/directory/faculty/all/mmoffitt>

Michael was dean of the law school and has quite a lot of knowledge. He also works extensively with indigenous communities through University of Oregon, and has done a lot of projects on it and has connections to the community. He offered a grad student to work on this, a TA under him with funded hours to put this together. That is the person supporting this effort. There was a question last year about the categorization of a not-for-profit vs. non-profit business. Michael, at the time, said he didn't think there would be a difference in the analysis. I haven't gotten a definitive answer yet at present.

I also asked him if he had any other insights for the current climate, or if he has different advice for the conference happening in a different state. I don't mind following up and asking him more questions if anyone has any for Michael.

Vicky: This is very comprehensive. I'm so happy we're able to move forward on this. We will have to do a vote on this by email. But I have a question - this document covers Kentucky where the conference was last year, and Wisconsin, where NACIS HQ is located as well as the conference this year - should we add a legal opinion for wherever the conference will be next year?

Joanna: This would be a question for the board; Do we want this to be dependent on each location of each conference and updated every year? Is the location at the forefront of the awareness or is the current political climate? Do different states have different laws, or are the questions going to be the same each year?

Zhaoxu: I wonder if the location of the annual conference matters or if we can go by the location of the organization, in Wisconsin. We also reached out to Martha about implementation - Martha will contact the business office for a coupon code to cover their membership dues as part of this proposal.

Zhaoxu reminds Vicky that vote on this matter was approved last September.

Vicky: Next steps would be to get language to put on the website about this.

Finance (Neil - not present)

- Taxes filed

Fundraising/Development (Vicky)

- Sponsorship Prospectus
 - What can we offer at what tiers

- Website changes
 - What's the best way to efficiently manage the web updates and new pages? ●
- Individual sponsorship opportunities

Vicky: We are continuing to work on this. The link above goes to the folder for documents in progress, if anyone is interested in seeing where we are. Feel free to pop in and leave comments or email me with questions. The Sponsorship Prospectus (SP) was designed by Mike, he did a lovely job. It mirrors what other conference SPs look like, this is a known format. We are trying to sort out what the different levels will be for sponsorship and what we can offer. Nat, Jessi, Lily have some ideas for adjustments suggested for the website, buttons, page links, etc. What is the best way to manage these updates? Kate? How do you want us to get these to you, do you want us to make them?

Kate: I'm happy to do them, or someone who feels comfortable and confident in WordPress can do this, but be in contact when things are updated so it's not a surprise.

Vicky: Great, we will be in contact with you about this. Next: individual sponsorship opportunities. SP is for companies and institutions, individuals may want to donate separate from their company. We were discussing the opportunity to sponsor a wall in the map gallery. I started putting together a proposal with Alexis' template; we will eventually vote on this.

Nick: I remembered we had a group interested in sponsoring a night out. Is that part of this document, or is this in progress?

Vicky: We haven't considered this as an option at the moment, but we can explore it with the people who asked and see if feasible.

Nick: I said I would check with the board. I also like the idea of a named student travel grant. It's a good way for people to feel like they've directly contributed and are recognized.

Vicky: We can discuss this in our next meeting with the fundraising committee.

Nat: I wanted to go back to the website matter and getting board feedback on website structure. One being: a bar at the top of ways to Support NACIS in the header, become a member, amongst other ways to support. Another is replacing "society" with "about us". We wanted to get feedback from the board on these larger items.

Kate: You mentioned a sidebar button in this document - I would need to know every page this would be put on.

Nat: We can create a list for which pages would have the sidebar.

Shop Update (Lily)

- There was a question last time about type of printing
- Shakyhands, the vendor I have been in contact with, does digital printing, not screenprinting
- 2025 was screenprinting
- 2023 and 2024 was digital printing, directly from Printful
- Shakyhands is \$18 per tshirt and \$15 per tote, the tshirts will be ComfortColors and have a pocket, it is a small company, union, and part of the Milwaukee tool library • <https://undergroundshirts.com/> is a larger company (30 locations) with a location in Milwaukee. They do screenprinting, for our quantity it would be \$22 per tshirt and \$21 per tote bag (both over our budget), ComfortColors but *no pocket*
- I would personally prefer Shakyhands to support a smaller business that is truly local, within budget, and to have a pocket, despite them using digital printing
- If someone else wants to do research on a different vendor, I am open to it, but it would need to be soon

Lily: I'll give an overview first then we can discuss. The vendor I'm looking at, Shakyhands, is digital printing, someone might have expressed preference for screen printing on our last call. Shakyhands costs less because of the digital printing. I like this company because they are a smaller company, have ComfortColors, and pockets on the shirts like last year. They are affiliated with the Milwaukee tool library. I did a little research into another Milwaukee company that can do screen printing, they have other locations across the country. It costs a few more dollars per shirt. They did not have a pocket option, but still have ComfortColors. I personally feel inclined to go with the smaller business, of the two. I wasn't sure if anyone had a very strong preference or a slight preference for digital vs. screen printing?

Nat: The biggest difference is that the digital print ones don't hold up as well in the wash, they are not as durable long-term. You get more colors, but they don't last as long, and wear faster over time.

Nick: I don't know the latest in digital printing technology, but I do have a strong preference in my experience with digital printed shirts. It looks more stamped on, from what I've seen. I will be driving to Milwaukee, if we liked the folks in Louisville, I could pick them up there, as an option.

Lily: The folks last year were from Kentucky, not sure if from Louisville. There was an idea from the shop to find a vendor each year that is local to the conference location to put money to the artists of the community. Also, anything ordered from the online shop will be digitally printed already.

Nick: We should look into the latest technology, I'm not sure what happens with negative space on a digital print. The logo this year was made with a two-color screen print in mind.

Lily: Shakyhands is very responsive, I can ask them.

(further discussion on last year's shirt, negative space, possible samples)

Lily: I will follow up with Shakyhands, I would like to know sooner rather than later if we need to find a new company.

Nat: I can help with this.

Jen asks - their website only shows they do stickers?

Lily: They used to do more t-shirts and don't directly advertise it, but they still do them upon request.

Jen: This just makes me wonder about their equipment if they have it?

Lily: Using Milwaukee tool library - not sure where the equipment is for the shirts. I can ask. They seemed knowledgeable, I felt confident from their emails.

Vicky: Nat will work with Lily on putting these details together.

Volunteer Coordinator (Daniel)

- Thank you for providing info on current roles
- I have begun building a database
- I will need to reach out to folks to help locate/construct position descriptions and to fill out the data on who is currently filling what volunteer roles

Daniel: Thanks to everyone who answered my email about volunteer roles. I am working on creating a database to document these roles. My next steps will be to contact the people on this list to ask what they do, confirm, and document. I did not receive any email responses about existing position descriptions. The goal is to gather these and create an overview - i.e., what are the bullet points of this position? How would you describe the role if advertising this to a potential volunteer? What skills will they draw on? I can go through the database with anyone who wants to see it. I looked into volunteer management solutions, and decided on doing a LibreOffice base file. There will be more communications on this in the future to fill in this information. Someone also mentioned a pool of volunteers: Loop me in on anyone who wants to help. The main goal right now is getting everything organized; to know in one place, who is doing what, and what their role entails.

Kate suggests in the chat to keep a backup on Google Drive every now and then of the database. Daniel confirms.

Other matters

- Presenter Guidelines Update (Vicky)
 - We continue to work on it, please contribute, multiple perspectives and software experiences appreciated!

Vicky: A lot of our presenters are first time attendees - anything we can clarify, please add it! We will send out a vote for the website. April Minutes can wait to be voted on next month along with the minutes for this month (May). Given that this is the first time in my presidency we have not made quorum, we need to make space for discussion for folks who are not here. I will respond to Kate's email and provide a period of time for questions and discussion in order to keep this moving. When do we need this approved or denied, Kate?

Kate: The deadline to get back to Gecko on their agreement is May 15, we will need to let them know by then.

(discussion on appropriate amount of time for questions and responses on the website proposal)