**MINUTES**

**Maine Library of Geographic Information Board Meeting**

**Wednesday, 14 December 2016,**

**10:00 AM to 12:00 Noon**

Maine Public Utilities Commission, Second Street, Ballard Room, Hallowell

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| **Attending** | **Present** | **On the Phone** |
| *Mtg. commenced at ­­­­10:08 am* |  |  |
| Jon Giles, CHAIR | **X** |  |
| Patrick Cunningham |  | **X** |
| David Edson |  | **X** |
| Betsy Fitzgerald | **X** |  |
| Brian Guerrette | **X** |  |
| William Hanson |  | **X** |
| Maria Jacques | **X** |  |
| Nate Kane | **ABSENT** |  |
| Vern Maxfield |  | **X** |
| Jake Metzler | **ABSENT** |  |
| Paul Sandlin | **ABSENT** |  |
| Alina Taus | **ABSENT** |  |
| Vinton Valentine |  | **X** |
| Aaron Weston | **X** |  |
| VACANT (Kenneth Murchison) | **N/A** | **N/A** |
|  |  |  |
| **Staff:** |  |  |
| Joseph Young | **X** |  |
| Heather Bailey | **X** |  |
|  |  |  |
| **Guests:** |  |  |
| Mal Carey | **X** |  |

1. Roll Call of Members
	1. Approval of meeting minutes. Motion to approve the minutes of October 19, 2016 made by Betsy Fitzgerald, seconded by Maria Jacques
		1. Vote: 7 Yea 0 Nay 1 Abstained: Bill Hanson
2. Executive Director Report - Joe Young
	1. Project Reports
		1. LiDAR
			1. Spring collect delivered to USGS and is in process of QA/QC. If all goes well, we could get it as early as January.
			2. Missing area in Oxford and Franklin counties, tasked by FEMA and USGS, didn’t get good data, so shut down until spring.
			3. Hope to have 2015 DEMs up and available on website by Friday.
		2. 2017 Imagery
			1. Both counties have committed and about a dozen towns have shown interest.
		3. Annual Report
			1. Joe was able to incorporate comments & edits from members. New “final draft” went out this morning prior to meeting. He would like to approve and get it before the legislature.
				1. Motion to approval final draft with one correction changing year on the table of contents page to 2016, for delivery to legislature, made by Betsy Fitzgerald, seconded by Aaron Weston. Unanimous approval – 9 Yea votes.
3. Strategic Plan Workgroup Reports
	1. Coordination & Communication – Joe, Maria, Jon, Vinton, Betsy
		1. Meeting With DAFS Commissioner about bond request
			1. The Commissioner has interest in meeting, but not yet scheduled. Jon Giles has invited Dave Edson, Jake Metzler, and Vinton Valentine to join him to cover various interests.
		2. InfoSheets
			1. Reviewed and suggested changes as a group. Joe will go back and make the edits for next meeting.
		3. Bond Language
			1. Jon will create a small group of help keep this project moving along. Dave Edson, Aaron Weston and Vinton Valentine volunteered to help. John will contact others as well.
			2. Discussion of some specific areas in the text. Joe will incorporate suggested changes and send out to the group via email for another review.
	2. Education & Training – Cathleen McAnneny, PhD- Vinton Valentine, PhD
		1. Other
			1. 10/27/16 – Project Login internship fair at USM campus.
			2. 11/14/16 – 2016 NEURISA conference was held in Fitchburg, MA.
			3. 11/16/16 – GIS Day and the city of Auburn had a big event.
			4. 12/21/16 – Spatial Technologies Conference, in Freeport – as part of the One University Initiative, to discuss the creation of an entity within the UMaine system for spatial technology programs, research and workforce development.
		2. MeGUG Winter Meeting – 2/3/17 in Hallowell – call for papers is out, looking for sponsors.
	3. Geospatial Data – Dan Walters
		1. Work Group Recommendation
			1. Quick rundown of proposal; items not listed in a specific order.
				1. Motion to approve workgroup proposal made by Betsy Fitzgerald, seconded by Patrick Cunningham. Unanimous approval – 9 Yea votes.
	4. Geo-Parcels Workgroup
		1. No report.
4. Committee Reports
	1. Finance Committee – plan on a meeting in January; possible funding available to help pay for outside help to revamp Strategic plan.
		1. Current Members – Jon Giles, Brian Guerrette, Bill Hanson – have all agreed to continue serving.
	2. Technical Committee – Need new members on this committee and plan to meet in January or February. Work being done on website, rebranding data catalog as “GeoLibrary” catalog, and will need board input before going live. Also working on parcel map viewer.
	3. Policy Committee – No update on the update GeoLibrary act legislation that was previously submitted. Joe will try to get an update for January meeting.
5. Guest Comments
6. Recommendations for next meeting agenda
	1. Review committee make up (workgroups/committees)
	2. Update on legislation requests, if available
	3. Look at Parcel Viewer in a future meeting.
	4. Election of Chair – Jon Giles has offered to continue.
7. Adjourned at 11:39 pm.