

MINUTES
Maine Library of Geographic Information Board Meeting
 Wednesday, 15 January 2014, 10:05 AM to 12:15 PM
 51 Commerce Drive, Room 414, Augusta

Attending	Present	On the Phone
<i>Mtg. commenced at 10:05 am</i>		
Bill Hanson		X
Vinton Valentine	X	
Dan Walters	X	
Ken Murchinson		X
Michael Smith	X	
Christopher Kroot	X	
Brian Norris		X
Jon Giles	X	
Alina Taus		
Betsy Fitzgerald	X	
Guests:		
Joseph Young	X	
Aaron Weston	X	
Taking notes		
Amanda Scott	X	

1. Introductions: Bill Hanson is acting chair but Vinton Valentine is running the meeting since Bill is on the phone. Aaron Weston from CAI Technologies is visiting as a guest.
2. Election of Chairman of the Board for 2014:
 - Mike Smith nominated Vinton Valentine as the new chair. With no other nominations or discussion the nomination was seconded and voted on. **Vote was unanimous- 9-0.**
3. Approval of previous meeting minutes:
 - December meeting minutes – December minutes were approved with minor changes. **Vote was unanimous- 9-0.**

4. Membership Update:

- Public Seat: Aaron Weston CAI Technologies has submitted his application to the Senate Presidents legislative aide John Woods, he is still waiting to hear back.
- Municipal Seat: The Speaker's office has received the application for Woodstock Town Manager Vern Maxfield and is waiting on information prior to making a decision. There is a second seat available that Patrick Cunningham from Blue Marble Geographic's is perusing.
- Environmental Interests Seat: Jake Metzler from the Forest Society of Maine membership has submitted his request for appointment to the Speakers legislative aide Alex Pringle.
- State GIS Functions Seat: Chris Halstead has withdrawn his application due to time constraints. Mike Smith is in the process of recruiting people, he has a few good leads.

5. Executive Director Work Plan: A revised 2014 Draft Work Plan was submitted to the board for review. The plan will be revisited in June and updated every six months. 'GeoLibrary Executive Director 204 Draft Work Plan' was distributed to board attendees.

- The work plan was amended with minor changes and accepted. **Vote was unanimous 9-0.**
- A letter sent from DAFS Commissioner Sawin Millett's office to Bill Hanson regarding Policy 16, v 2.0 'GeoLibrary Staffing – Executive Director' was distributed to the board attendees. The board voted to rescind the policy approved last month pending further discussion. **Vote was unanimous 9-0.**

6. Strategic Plan Implementation Groups:

- Coordination & Communication: There are no reports at this time.
- GeoParcels: Mike Smith has received the last of the deliverables. The data is being processed for the data catalog to be posted online. There have been several positive comments about the GeoParcel website. There are no planned updates to the GeoParcel viewer.
- Education & Training: There are no updates at this time. There should be information on the iTest grant next meeting. There is discussion of a possible GIS day in the fall.
- Geospatial Data:
 - A geographic layer will be added to the GeoParcel website for reference. We discussed and there was general agreement to attempt to have MEGIS staff add the UT parcels to the GeoParcel Viewer as a simple background layer of the UT parcels mostly for a visual reference purpose. There was concern about taking this too far and attempting to integrate the two datasets together in the GeoParcel Viewer as they differ enough in data schemas to make this a more complicated and expensive prospect. The group agreed to support the addition of the UT parcels as a graphical presentation only as a result of this discussion.
 - Ortho update: Two counties are participating, Hancock and Penobscot. Twelves towns have bought up; there are MOA's with eleven towns. The town of Bucksport is going through an administration change and they hope to have everything signed and available by the end of the month. There is no federal funding this year, most likely these will be the only towns participating.
 - LiDAR: There are no specific projects in the works for 2014; the board is working on trying to find funding.
 - What USGS review teams look for in proposals, how can we enhance our applications to assure funding?
 - USGS looks for large scale projects that are 1,500 to 5,000 square miles with a 1 to 4 match. They will not contribute more than 20% of the total funding for a project, the state and/or other partners must contribute the other 80%.

7. Committee Reports

- Financial Committee: A *'GeoLibrary Financial Report 1/15/2015'* was passed out to the board members. The \$18,000 that had been previously allocated to USM is now available for redirection.
 - Mike Smith made a motion to allocate the available funds to Ortho imagery and/or LiDAR funding. There is a gap in funding that the money is needed for. With no other motions or discussion the motion was seconded and voted on. **Vote was unanimous- 9-0.**
 - Policy & Marketing Committee: Discussed previously in the board meeting.
 - Technical Committee: Data from the USM portal has been saved and the portal has been shut down. In the last meeting there was a discussion of mining the data catalog for usage, this is unavailable at this time.
8. Procedure for Coordinating Preparation of Annual Report by Executive Director: *'Maine Library of Geographic Information 2013 Annual Report'* was distributed to board members. The Annual Report will be submitted at the end of the month pending any board suggestion and concerns.
9. Guest Comments: There were no guest comments at this time.
10. Other Business:
- There is concern that the USGS liaison seat will be taken away. This has been brought to the attention of NISGIC who will be lobbying on behalf of the members of the coordinating board. The seat is being rescinded due to a conflict of interest. There is a suggestion that the GeoLibrary board take a stand for the liaison to remain on board. Mike and Joe will draft this and submit it to the board for approval.
 - The 2014 schedule is up on the website.
11. Recommendations for Next Meeting Agenda: There will be a time scheduled for the spring retreat. There was a request for an update on the parcels in the unorganized territory. There was also a request for an update on the summary of buy-ups.

Meeting adjourned at 12:15 PM.

Next Scheduled Meeting: February 19th