

**MINUTES**  
**Maine Library of Geographic Information Board Meeting**  
 Wednesday, 16 April 2014, 10:06 AM to 11:14 PM  
 51 Commerce Drive, Room 414, Augusta

<b>Attending</b>	<b>Present</b>	<b>On the Phone</b>
<i>Mtg. commenced at 10:06 am</i>		
Bill Hanson		<b>X</b>
Vinton Valentine		<b>X</b>
Dan Walters	<b>X</b>	
Ken Murchison		<b>X</b>
Michael Smith	<b>X</b>	
Christopher Kroot	<b>X</b>	
Brian Norris		<b>X</b>
Jon Giles	<b>X</b>	
Alina Taus	<b>X</b>	
Betsy Fitzgerald		<b>X</b>
Aaron Weston	<b>X</b>	
Patrick Cunningham		
Vern Maxfield		
Jake Metzler		<b>X</b>
<b>Staff:</b>		
Joseph Young		
Shelly Brann		
<b>Guests:</b>		
Mal Cary		
Nate Kane		

1. Introductions: Mike took roll call, Jake Metzler was welcomed as a new member and Mal Cary is visiting as a guest. Vinton wants to revive a past tradition where the Chair abstains from votes unless warranted or at my discretion now that we have nearly a full Board membership.

2. Approval of March meeting minutes – Comments or changes - Brian said there was a mistake in the name Aaron Weston. There were two people named Weston. Herron Weston was a visitor and Arron Weston.

○ Vinton noted:

- i. Arron Weston had already been welcomed as a new member at the February meeting and that Herron Weston & Patrick Cunningham was visiting as guests.
- ii. Also under retreat action item 5 where the sentence that says ‘it appears that spending is up to the agency in charge of board activity’ change to reflect that the legislation is silent on how board expenses are handled.
- iii. Under the discussion of the statewide ARC GIS enterprise agreement, It will allow school districts to set up a server environment add language to reflect the ITEST grant proposal is not planning to support that activity, for this grant they are using just the online tools.
- iv. The answer to the question “How do other companies offer their software for use in schools?” applies to the previous paragraph. He doesn’t know the process for a company to offer the use of its software to the Maine learning technology initiative.

✚ A move to except the minutes as amended was made by Betsy Fitzgerald and seconded by Ken Murchison. Jake Metzler abstained because he wasn’t at the last meeting.

○ **Voted 10 with 1 abstention (Jake Metzler)**

3. Executive Director Report - Joe Young- It’s official, Ken’s suggestion on using the political angle that got everything moving.

○ Membership Update –

- i. New Members Appointed – Patrick Cunningham, Vern Maxfield & Jake Metzler approved. Jake Metzler was sworn in and is eligible to vote.
- ii. State GIS Functions Seat – Nate Kane will be submitting his paper work for the State GIS functions seat. He is from Maine DOT.
- iii. Board Finance Report – No change in finances since the previous month. An addendum was sent out by email reflecting GeoLibrary needs for orthoimagery and LiDAR data acquisition. Please note that the orthoimagery table reflects financial commitments as of April 16, 2014. We will have to find more money or extend the program to complete the statewide acquisition. Question: Does the number in 2015 on the county commitment include any money from Cumberland and York counties? The answer is no. (Note: Aaron Weston just walked in the room so we now have 12 members.) The Geospatial data committee will have to review how the Board uses its limited funds to match county funds in 2015-2016. These numbers are a work in progress and as they change, the Board will be provided with updates. Mike said State agency commitments are solid through 2016. We have signed MOA’S with the agencies, although they could back out but it is unlikely at this time.

4. Board Retreat

○ Vinton Valentine noted that:

- i. Joe has updated the straw man agenda from last time with a few changes.
- ii. Mike & Dan have added some comments that will be useful during the discussion
- iii. Vinton had some additions also;
  1. Under the priority for board activity. Should have discussion of plan of Strategic Plan update
  2. Under Board Projects, current legislation calls for an electronic gateway for geospatial data. Since we have stopped pursuit of a GeoPortal how does the Board address this requirement? Is it being met by the MeGIS data catalog and other

catalogs on Maine.gov? Does the Maine GeoLibrary need to provide a place to list or harvest web access folders out there?

- iv. Under legislative agenda – educating the Boards oversight committees we should add any other pertinent committees that would be using geospatial data, identify them and make educating them part of our strategy also.
- v. Do we need a half hour to discuss the role of board members can it be just part of the discussion under Board role. The consensus was to leave this as an independent agenda item.
- vi. Christopher Kroot would like to see time allocation for each of the sub-bullets and is concerned that we may spend a lot of time on the beginning items and shortchange the others. Joe will try to tighten up the agenda and keep on track.
- vii. Lunch retreat – Big Sky bread was a suggestion from Amy Mountain. Joe is to arrange catering an assortment of sandwiches and drinks

## 5. Strategic Plan Implementation Groups

o Coordination & Communication – Dan Walters says there hasn't been much coordination & communication at the committee level but Joe has been active.

- i. He met with Franklin county Commissioners on April 1<sup>st</sup> and they have signed an MOA to participate in the Orthoimagery acquisition program.
- ii. He participated in the lightning talks sponsored by MeGUG and NEURISA which went well
- iii. He has a meeting with Somerset County Commissioners scheduled for this afternoon after the Board meeting
- iv. Attended the Geological Society of Maine annual meeting.
- v. He is scheduled to do a presentation at the MEMA Conference next week in partnership with Rosemary Mosher from Auburn and Brian Collins representing FEMA Region 1. The focus will be on FEMA's HAZUS program, and how state and local GIS data is used to improve its results.
- vi. Joe and Michael will be presenting at the Maine Society of Land Surveyors conference on April 28
- vii. Regarding work group membership – Dan has agreed to be on this and the Geospatial data work groups. He and Joe met to discuss who should be approached to serve as group members and the frameworks.
- viii. Dan reported out on the meeting saying structure would stay about the same with 3-5 members and look for additional members to participate in specific subcommittees to work on specific projects such as the Imagery program as an example. Do we want to have just board members for the core work group or look for members outside the board to do this? Michael feels the Board should pick the 5 best-qualified people regardless of whether they are board members or outside people. The Board seemed agreeable to this method. Vinton was asked if we could get access to the list serve to see if we might find potential members for the workgroups or sub-committees. His response that there are some concerns about using the list serve to approach participants because of privacy issues. His suggestion was for us to announce that we were looking for members of committees.
- ix. Action Item - Joe will send out an invitation to participate on committees (by sending it to himself and blind copying the list serve to avoid having people reply to all) then they can respond back to Joe.
- x. Nate Kane joined us at 10:40 am.

o GeoParcels – Michael Smith - From a data prospective no updates, contract is done and we have the data for that still waiting for data from Charlie Colgan.

- i. Membership Update - Regarding Geo partial committee hasn't done anything with that yet and will talk with Joe about who has shown interest in that. I think Nancy is interested. Ken and Jon

Giles indicated an interest in this work Group, Brian Norris indicated an interest in the Geospatial Data Work Group.

- Education & Training – The MMA Technology Conference is coming up the day before board retreat May 1<sup>st</sup>. The MeGUG Scholarship deadline has passed. Mike noted that MeGUG did not receive any applications so the committee elected to take \$500 dollars of that money to subsidize travel Machais students to come to the MMA MeGUG Technology Conference on May 1<sup>st</sup>. The scholarship & Educators awards will be the topic of discussion at the summer business meeting in June and expect to revamp the program because in the last 3 years we've had very low participation. Annual meeting in June
  - i. Membership Update – Cathleen McAnney of UMF is going to be chair and will be contacting those who were formerly interested in the group including Kathleen Dunkle from Unity, Hope Rowen who was at UMM and is now on her own, Sue Bickford at Wells Reserve, Sam Knight of Blue Marble.
- GeoSpatial Data – Dan Walters and Joe Young –
  - i. Work orders have been sent for the 2014 imagery acquisition and we are in the process of sending out a PR release. It should go out Wednesday or Thursday will try to tie it to the planes will be in the air with the hope that will attract some attention. Counties are saving money 1.3 million estimates communities have savings so far in imagery acquisition.
  - ii. Joe sent out letters for each of the counties that remain that have not participated. The letter included brochures on the program and asked them to contact him to set up a meeting in the next couple of months. So far, he has been invited to meet with Somerset County, Piscataquis seems reluctant and not interested in meeting saying they had already voted not to participate once. Joe asked them to send something in writing with their decision. There has not been any response from Aroostook and Oxford Counties.

ACTION ITEM Joe has the contact information for Aroostook County municipal managers association and needs to follow up with her and it sounds like Caribou Is interested.

- iii. Joe and Dan have discussed imagery needs for UT'S and counties that have a lot of unorganized territories and feedback from foresters seems to be more interest in having a fall collection of imagery that shows the fall colors with the IR band. NAIP imagery is not very good for hardwood softwood delineations. Conversations with Lisa Whynot in Maine Revenue Services indicate there interest was some interest to help fund 24" resolution in the UT area but they would only want their money to go to that.
- iv. Dan also discussed how the USGS is going to dole out money for LiDAR acquisition. In late August or early September, they will be asking for proposals. It will be a more formal process and have specific requirements. The minimum area considered would be 1,500 sq. mi. and the USGS will probably provide up to 50% funding which is more than in the past. Announcement early fall/spring 2015 acquisition. The USGS will review applications in the fall and award the grants for acquisition in the spring or fall of the following year.
- v. Dan announced that the USGS has awarded MeGIS 40,000 dollars to make update to the national hydrography set. This will be used to provide a more scientific methodology for delineating transitions between fresh water and salt water in estuaries, harbors and bays. This will be based on a yet to be determined standard on the amount of salt per unit of water.
- vi. The Maine USGS water science center is currently implementing a Stream Stats application that is available on the web (<http://water.usgs.gov/osw/streamstats/>) where you can download high and low stream flow data at any point on a stream. This is a great tool for local public works or the DOT. It is based on the 24K NHD+ and Maine is the first State to use the NHD+.

## 8 Committee Reports

- Finance Committee

- i. Membership Update – In the process on finding new members
- o Policy & Standard Committee – Vinton Valentine
  - i. In the past marketing was part of this committee and it was agreed that marketing will become part of the Coordination and Communication work Group.
  - ii. Vinton has a folder of policies that are better organized and more complete than what is in office files and Joe asked permission to review and replace policies on the website with the ones in the folder as long as they were the same and add ones that are missing to ensure we have a complete set on the website.

ACTION Item: The Board agreed to this by consensus.

- iii. Membership Update – Bill Hansen has agreed to continue on this committee and Betsy Fitzgerald volunteered to be on this committee.
- o Technical Committee – Christopher Kroot – no change
  - i. This committee will be reviewed after the retreat and if no new work items are identified than the Board will consider discontinuing the committee until there is a need.
  - ii. Membership Update - none
- 9. Guest Comments –none
  - i.
- 10. Recommendations for next meeting agenda

None

Motion by Betsy Fitzgerald to adjourn at 11:14seconded by Ken Murchison

🗳️ **Voted 13-0**

**Next Scheduled Meeting: May 21, 2014**