

MINUTES
Maine Library of Geographic Information Board Meeting
Wednesday, 20 January 2016,
10:00 AM to 12:00 Noon

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

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

1. GIS Envisioning Session conducted prior to formal Board meeting.
2. Roll Call of Members
 - a. Approval of meeting minutes. Motion to approve the minutes of December 9, 2015 meeting as amended, made by Maria Jacques and seconded by Brian Guerrette.
 - i. Vote: Yea - 9 Nay - 0 Abstained – 1 (Betsy Fitzgerald)
3. Election of Chairman for the Board
 - a. Nomination of Jon Giles made by David Edson and seconded by Ken Murchison.
 - i. Vote: Yea – 10 Nay – 0 Abstained - 0
4. Board Meeting Schedule is posted on the web site
 - a. Schedule is same as last year. No meetings in July, August and November. December meeting is 2nd Wednesday, not 3rd.
 - b. Joe to change year on schedule heading from 2015 to 2016.
 - c. Joe to add 2015 archives to bottom of schedule page.
5. Executive Director Report – Joe Young
 - a. Membership Update
 - i. Nate’s application is still under review in the Governor’s office.
 - ii. Terms expiring this year are Ken Murchison and Vinton Valentine.
 - b. Annual Report to Legislature
 - i. Discussion
 1. Strengthening economic justification of the initiatives.
 2. Reminder that Annual Report is already late, due 1/1/16, so perhaps begin putting together this information for next year’s report.
 3. Idea to draft a packet of information for Board members to use when contacting legislators. The packet would include the annual report information geolibrary projects, financial needs and bulleted talking points. David Edson, Betsy Fitzgerald, Jon Giles and Joe Young will work on these letters.
 - ii. Budget Discussion
 1. Review of the Geospatial Data Budget
 - a. Discussion included range of cost for parcel map updates and ideas about a grant program that may be discussed at a later time with the Finance and Geospatial Data groups.
 2. Review of the GeoLibrary/MEGIS Draft Budget
 - a. GeoLibrary Board hasn’t had any income since initial bond in 2001 – MEGIS has been supporting it. Need to figure out how we can get other revenue lines that would support our activities.
 - b. We need to develop good dollar estimates for data so we know what the board needs to ask for.
 3. Data Acquisition “Wish List” Budget discussion
 - c. Project Reports
 - i. Quantum received the highest score for LiDAR Acquisition Services beating out Woolpert by just a very narrow margin.
 - ii. Dewberry received the highest score for LiDAR QA/QC services.
 - iii. 2016 LiDAR Acquisition

1. Received USGS approval to proceed with the project.
 2. Points Jon Giles made: When a project is funded by USGS, we may want to or be required to go through USGS approved contractors. When it's State/County/Local, then we can use the Quantum team that has been awarded the State LiDAR contract.
- iv. 2017 – 2022 Orthoimagery Plan
 1. Some southern counties have expressed interest in participating.
 2. Joe will start on RFP process soon.
 3. There is not a renewal clause in the Woolpert contract for an extension.
6. Strategic Plan Workgroup Reports
 - a. Coordination & Communication – Patrick Cunningham
 - i. Patrick has taken over as Chair of MEGUG, so he needs to step down as Chair of this workgroup. He will contact committee members to see if someone else will step up as chair.
 - b. Education & Training – Cathleen McAnneny, PhD/Vinton Valentine, PhD
 - i. Reminder that MEGUG Winter Meeting and GIS Educators Conference is on February 5th in Freeport at Hilton Garden Inn.
 - c. Geospatial Data – Dan Walters/Joe Young
 - i. No report.
7. Committee Reports
 - a. Finance Committee – Jon Giles
 - i. Meeting report – Covered during Budget discussion. Will need another meeting.
 - b. Technical Committee – No Report
 - c. Policy Committee – Bill and Vinton
 - i. Bill shared documents with Vinton and Joe – It is time to dust off changes drafted a year ago and re-evaluate to see if they are still valid. Once the evaluation process is completed bring recommendations to the board. If a draft was ready before June, then we could meet with OIT liaison for review and input.
 - ii. Post Portal Policy update review – to determine if any changes need to be made.
 - iii. Working with Finance Committee on any policies needed to address emerging funding considerations.
8. Guest Comments
 - a. Downloading raw LiDAR data (classified or unclassified) is useful.
 - b. The data catalog is extremely valuable to planning departments, towns, counties and small businesses.
 - c. Town comprehensive plan requirements in Chapter 208 (replaced Chapter 203) and call for GIS mapping analyses. Should be documented as part of assessing value.
 - d. GeoLibrary Board has made data easily available to the public and would like to see that continue.
9. Recommendations for next meeting agenda
 - a. Draft of Shawn's report.
 - b. Draft of comments from Envisioning.
 - c. Updates for 2015 Orthoimagery
10. Adjourn – Motion to adjourn at 11:27 a.m. made by Betsy Fitzgerald.