

Date	Time	Location
July 10, 2025	10am-11am	Zoom

Preparation notes for Attendees

Attendees				
Notetaker:	Jennifer Corcoran - x	Melinda Kernik - x	Nick Linell - x	Brent Lund - x
Karen Majewicz - x	Ryan Mattke - x	Alysa Zimmerle - x		
Geoff Bitner - x	Adam Smith - x			

Action Items from previous meetings / Updates	Status/Notes

Topics for Discussion and Decisions	Notes	Decisions
Introductions	• Name • Job Title • Agency • Interest in this committee	
Administrative Stuff	• Documents in Google Drive ○ Any issues accessing	

	agenda/etc? • Governance ○ Chair and vice chair	
Previous Work	This committee will build on the foundational work of the Archiving Workgroups (see Reports section).	MnGeo is centralized body, but cannot force other agencies to do anything – all voluntary until there is a policy made; Maybe an MOU could work – State of MN represented by MnGeo, come to a consensus on an agreement that could get the archive going
Charter & Work Plan Brief overview of objectives and deliverables – details are in the Work Plan document	Objectives 1. Establish a statewide archiving framework Develop a sustainable strategy for preserving Minnesota’s geospatial data, ensuring its long-term accessibility and usability. 2. Foster collaboration across sectors Strengthen partnerships with data stewards in government, academic institutions, private sector, and relevant stakeholders. 3. Align with existing efforts Collaborate with committees and projects to integrate archiving into broader geospatial initiatives, including the Image Service Sustainability Committee’s efforts to archive historical aerial imagery layers. 4. Educate and advocate	We have restricted and non-restricted data – does the archive mirror that?

	Promote awareness about the benefits of geospatial data archiving and provide actionable steps for community stakeholders. 5. Monitor and evaluate progress Provide oversight and guidance on strategies and activities to ensure intended goals are met, adjusting as needed based on lessons learned. Deliverables 1. An operational framework Actionable policies, best practices, and procedures that can be directly applied by stakeholders to archive geospatial data effectively. 2. Community engagement Presentations at the MN GIS/LIS Conference and similar forums to share progress, lessons learned, and encourage broader participation in archiving efforts. 3. Documentation Annual updates and reports detailing milestones, challenges, and next steps in implementing the archiving strategy.	
Set up future meetings	Regular (monthly?) day and time?	Ryan will send out a poll for the week of August 4 & August 11