**PRELIMINARY AGENDA**

**ARCTIC SPATIAL DATA INFRASTRUCTURE BOARD MEETING – FALL 2014**

**Date:** November 20th and 21st, 2014. Meeting times are detailed on page 2.

**Location:** Reykjavík, Iceland at the Grand Hotel. [Keflavík International Airport – KEF]

**Meeting language:** English

**Meeting objectives (tbc):**

1. Discuss strategy,
2. Memorandum of Understanding formal announcement,
3. Review new governance, Terms of References and Working Group activities.

**Meeting documentation:** Finalized agenda and documentation will be distributed by November 4, 2014

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| **COUNTRY** | **ORGANIZATION** | **NAME** | **POSITION** |
| ***Board members:*** |  |  |  |
| Canada | Natural Resources Canada, Canada Centre for Mapping and Earth Observation | Prashant Shukle | Director General and Chairman of the Arctic SDI Board and Executive member. |
| Iceland | National Land Survey of Iceland | Magnús Guðmundsson | Director General (past chair and current Executive member) |
| United States of America | United States Geological Survey, Alaska Region | Carl Markon | Deputy Regional Director (future chair and current Executive member) |
| Kingdom of Denmark | Danish Ministry of the Environment, Danish Geodata Agency | Kristian Møller | Director General |
| Finland | National Land Survey of Finland | Arvo Kokkonen | Director General |
| Norway | Norwegian Mapping Authority | Anne Cathrine Frøstrup | Director General |
| Russia | The Federal Service for State Registration, Cadastre and Mapping | Denis Solodovnikov | Deputy Director |
| Sweden | Swedish Mapping, Cadastre and Land Registration Authority | Bengt Kjellson | Director General |
| **Co-opted** |  |  |  |
| Canada | Canada Centre for Mapping and Earth Observation, Natural Resources Canada | Caroline Cloutier | Director - Proposed Board Secretary |

**Proposed Times:**

20. Nov 2014

* 8:30 – Tea/Coffee
* 9:00 – Opening of the meeting (potentially by Icelandic Minister of the Environment or Chair of the Ministry of the Environment)
* 9:30 - Agenda agreed/work starts
* 12:00- Lunch
* 13:30 – Meeting re-convenes
* 16:00 – Meeting adjourns
* 17:00 – Reception in the Ministry for Foreign Affairs with possible participation by the Ambassadors of Arctic Countries in Iceland
* 19:30 – Dinner in the City Center of Reykjavik invited by National Land Survey of Iceland

21. Nov 2014

* 8:30 – Tea/Coffee
* 9:00 – Meeting continues
* 11:30 – Summary of decisions of the meeting
* 12:00 – Meeting close and lunch

After the meeting participants may choose to go directly to the airport. It takes 45 minutes to drive to the airport. If their schedule allows, a tour of Reykjavik could be in order. Tours are of each participant’s accord and our host has graciously offered to provide suggestions.

**PRELIMINARY AGENDA (final will be circulated by November 4th)**

**1.** Welcome by the host and distinguished guest (Magnús Guðmundsson - Iceland)

**2.** Opening the meeting by the Chair including tour de table (Prashant Shukle - Canada)

**3.** Approval of the Agenda

**4.** Approval of the minutes of the Reston Board Meeting 19 – 20 February 2014

**5.** Introduction of the Secretary of the Board Meeting (as per new Terms of Reference, Appendix?)

**6.** Status of Actions items agreed at the last Board Meeting (a one page status)

6.1 Memorandum of Understanding

6.2 Terms of Reference - Governance

6.3 Terms of Reference – Working Groups and their Activity Plans

6.4 Overall Arctic SDI Activity Plan

6.5 Framework Document

6.6 Status of Russia’s Web Mapping Service (WMS)

6.7 Arctic Council - Conservation of Arctic Flora and Fauna (CAFF) presentation to Senior Arctic Officials (SAO) March 2014

6.8 Calendar of Events

6.9 Norwegian proposal to establish a permanent Secretariat

6.10 USGS to provide Landsat presentation with EU

**7.** Progress of work in the Working Groups and activities (invited Lead Countries via Web)

7.1 Web Portal and Web Map Service and Technical WG

7.2 CAFF Thematic Data

7.3 Operational Policies

7.4 Communication

7.5 Secretariat

7.6 Strategy

**8.** Presentation of the revised Arctic SDI Web Site

**9.** Key messaging

**10.** Strategy workshop (evening of day 1 and day 2 - tbd) – including structuring / framing the Arctic SDI conversation (reference to the Arctic SDI reference model and outputs from Reykjavik strategic working group first week of September)

**11.** Relevant International meetings relevant to Arctic SDI – presentation/representation?

**12.** Country reports?

**13.** Any other Business

**14.** Secretary to present draft minutes of the meeting including a summary of decisions

**15.** Confirmation of next meeting – date and venue