



— Meeting Minutes —

Topic/Subject: CCOG Website Renewal Progress Update Meeting

Date: March 8, 2017

Time: 11:00am (PST)

Location: Teleconference

Attendees:

Name	Initials	Affiliation
Mark Burns	MB	CCOG
Jo-Anne Dohar	JD	CCOG
Adam Soltys	AS	Hatfield
Jason Suwala	JS	Hatfield
Sophie Tourangeau	ST	CCOG

Agenda:

Item	Agenda
1	Logo Design Review
2	Template Design Review
3	Content Review
4	Development Site and Collaborative Tools

Minutes:

The teleconference began at 11:05am PST.

AS presented the selected logo design and suggested that further variations on the colours and fonts could be developed. MB cautioned against using the logo without the background ellipse as was done in the header of the second template design as it makes the maple leaf appear to float in space, disjointed from

the text. He also suggested that if the maple leaf is used without the ellipse that it be positioned closer to the text and visually integrated and that we could try curving the text in the arc of an ellipse. MB offered another idea of the logo with a hollow rather than filled background within the ellipse, as well as a version with some kind of border or outline around both the maple leaf and the text that groups them together.

AS presented the template design that was selected and suggested that further variations on the theme and colours could be developed.

ST clarified that the focus of the 'Working Group Issues' page should be to highlight and describe the issues that CCOG is concerned with rather than the specific working groups or committees that are formed to consider them.

ST noted that the National Mapping Strategy can be removed from the list of publications as it is out of date.

JS asked for clarification on the content of the Geomatics Data Resources page. MB noted that the heading should be changed and the focus of the page should be on CCOG members with links to their geomatics SDIs and data portals where available or otherwise possibly to the main page of their organization. JS asked which federal organizations should be included along with the provincial authorities. ST will be compiling a list of federal organizations to include which will be sent by email.

JS asked for clarification on the relationship between CCOG and GeoAlliance and whether any page or linkages should be created to highlight that relationship. MB elucidated the history of the two organizations and said that although CCOG members played a role in the formation of GeoAlliance, the two organizations now operate at arm's length and there is no need to feature GeoAlliance on the CCOG website.

ST mentioned that there will be a CCOG meeting on March 23 that she would like present the new website at. JS offered that Hatfield can be available to present the status of the website. AS noted that the milestone for completion of the final version of the website is March 22 so the timing would be fortuitous. All agreed.

AS presented the nascent development site at ccog-cocg.hatfieldgroup.com and demoed the [TrackDuck](#) tool that can be used to provide visual commentary on the website as it is in development.

MB suggested we meet weekly going forward to the completion of the project. JS proposed we schedule the next progress update at the same day and time next week: March 15, 2017, 11:00am PST.

The meeting concluded at 11:50am PST.

Actions:

Open Date	Description	Assigned To	Due Date	Completion
Mar 8 th	review the catalogues of geomatics images that ST sent out and select candidates for inclusion on the website. Notify ST of the selections so she can provide appropriate citations.	AS	Mar 14	OPEN
Mar 8 th	setup a landing page with links to pertinent project documents and a link into the working copy of the development website	AS	Mar 14	OPEN
Mar 8 th	provide a list of issues that are of interest to CCOG and descriptions that can be featured on the website	ST	Mar 14	OPEN
Feb 15 th	provide a listing of organizational members for the membership page	ST	Mar 14	OPEN
Feb 15 th	provide a starting list of links for the datasets/resources directory	MB/ST	Feb 21 st	Feb 16 th
Feb 15 th	provide up to date Terms of Reference documents	ST	Feb 21 st	Feb 15 th
Feb 15 th	provide any interesting images and media that we can incorporate into the site design, potentially from EO and Lidar sources	ST	Feb 21 st	Feb 24 th
Feb 15 th	provide additional content like interesting case studies and partnerships to be featured	MB	Feb 21 st	OPEN
Feb 15 th	produce the website assessment report	AS	Feb 21 st	Feb 21 st