**Arizona Site Steward Program Foundation**

**Board Meeting**

**Minutes**

**10-11-2019**

Present: Chair Nicole Armstrong-Best, Treasurer Kent Ennis, Secretary Ruthanna Battilana,

 SS Rep Jeri Meeks, At-Large member Shelley Rasmussen

Present by phone: SS Rep Steve Boley, Tribal Rep Jill McCormick,

Absent: Vice Chair J. Scott Wood, RC Rep Doug Newton, RC Rep Dave Salge,

 SS Reps Don & Marcia Simonis, SS State Coordinator Sean Hammond,

 SHPO Rep Kathryn Leonard, Advisor Brooke Wheeler

1. Meeting called to order at 10:04 am by Chair Armstrong-Best.

2. Minutes: Battilana

 corrections - add to Absent list – Brooke Wheeler; 4a. correct wording;

 4b. correct CADO (Centralized Admin Dispatch Office), correct

 wording to read: concern that Stewards will not go to their BLM

 sites due to additional administrative oversight; 4c. Salge requests;

 5d. correct double budget forecast to $2,600; 5e. need to include

 “training” in title of conference in order to get funding from BLM;

 5j. correct the only RC requests for funding were from Jenny

 Anderson & Steve Boley, add State Parks will cover their lodging

 expenses; 7b. correct a few Foundation shirts, add would require

 funding if more are to be ordered

 motion to approve Minutes as amended by Rasmussen, seconded by Ennis,

 approved by Board vote

3. Treasurer’s Report: Ennis

 a. balance = $7,219.08

 b. cost of Friday night Social has gone up to $3,296.39 including gratuity

 motion to pay increased costs not to exceed $3,300 by Meeks,

 seconded by Ennis, approved by Board vote

 c. Dave Ryder is still owed $1,649.58 – debit

 d. no new RC scholarship requests

 e. Boley car rental - $119.92 approved at September meeting

 f. will be receiving $500 refund from Best Western/Squire Lodging as we have

filled contracted number of rooms

4. Update on Site Steward Program: none

5. Update on Site Steward Conference:

 a. silent auction – needs to be where the Friday night social and dinner are = at

 Yavapai Lodge – check this with Hammond & Salge

 b. dinner – are we having a speaker?

 c. final pre-conference meeting at Grand Canyon on Thursday Oct 31 at 1 pm

 d. award winners – are we offering travel stipends?

 may have to juggle some dinner reservations for award winners

6. Old Business: none

7. New Business:

 a. Foundation shirts – pre-order or print on demand, free for a donation

 issue tabled until after Conference

 b. signing up Foundation supporters: all levels should receive a certificate,

 + shirt for $100 donation level

 need a donation form for the Conference

 c. Site Steward shirts: $279.36 for printing 32 more shirts to sell at Conference

 motion to approve expense by Ennis, seconded by Meeks, approved by

 Board vote

 d. Project Archaeology report:

working group formed with Brooke Wheeler & Kathryn Leonard

 and trained people including Nicole and Meeks

 Wheeler has purchased 100 books with BLM funds for $20 each for class

 leaders/trainers

 training session in March at Pueblo Grande Museum

 motion to have the Foundation act as the fiscal agent for Project Archeo

 (at no cost, just as a “pass-through” for funds) by Ennis,

 seconded by Meeks, approved by Board vote

 e. Project Archeo swag – for teacher trainings

 there is no additional expenses to Regions for the training

 motion to spend $300 for marketing items by Meeks, seconded by

 Rasmussen, approved by Board vote

8. Next meeting: December 13 @ 10 am

9. Adjourn at 11:41 am

submitted 10-23-19

Ruthanna Battilana, Secretary