**Arizona Site Steward Program Foundation**

**Board Meeting**

**Minutes**

**5-24-2019**

Present: Chair Nicole Armstrong-Best, Vice Chair J. Scott Wood,

 Secretary Ruthanna Battilana, Treasurer Kent Ennis, RC Rep Dave Salge,

 RC Rep Doug Newton, SHPO Rep Kathryn Leonard,

 guest RC Shelley Rasmussen

Present by phone: SS Rep Jeri Meeks, SS State Coordinator Sean Hammond

Absent: SS Rep Steve Boley, SS Rep Mary Wright, Tribal Rep Jill McCormick

1. Meeting called to order at 10:01 am by Chair Armstrong-Best.

2. Election results: ballots counted by RC Newton/verified

 candidates re-elected: Nicole Armstrong-Best - Chairman, Ruthanna Battilana –

 Secretary, RC Rep Dave Salge

 new members of Board: Don & Marcia Simonis – Site Steward Reps,

 RC Shelley Rasmussen – Director at Large

3. Minutes: Battilana

 corrections: 4 typos; 9c – IRS form due (not overdue), Corporation Commission

 report overdue, due January 1

 motion to accept minutes as corrected by Salge, seconded by Ennis,

 approved by Board vote

4. Treasurer’s Report: Ennis

 a. report – redo to show separate “box” for SHPO Conference expense

 and for Site Steward Conference expenses

 b. taxes filed by Ennis

 c. discussion re category – admin expenses and director expenses

 d. acceptance of $10 in-kind donation by Salge (for Pecos Conference table)

 motion to approve by Wood, seconded by Salge, approved by Board vote

5. Update on Site Steward Program: Hammond

 a. Prescott meeting – went well

 b. Payson meeting – RC Tetzloff will be off for several months, has reorganized

 & added area coordinators to handle things

 c. Kingman and Page regions – no RCs

 Jenny Anderson/RC Lake Havasu – will fill in as acting RC for Kingman

 Page RCs resigned without any notice, a SS is filling in for now

 d. data base – meeting on Monday with developers

 Sean is completing a flow map

 next Thursday – RC/LM meeting on the data base

 change time to 10 am

 will cover the application, profile, vandalism, site kit issues

 e. Forest Service grant - per Margaret/Kaibab Forest

up to $10,000 a year/5 year grant

 “cost-sharing agreement”

 problems with Attorney General/legal language

 grant could go to the Foundation directly

 would require an agreement with State Parks on what it applies to

 f. BLM grant – cycle has opened, need to apply by July 8

 has already done preliminary work

 g. keeping track of monitoring hours

 Hammond can use an average based on past hours

 Salge – RCs should be keeping track, will send reminder to RCs

 h. “Western Regional” Conference in 2010 – 11 states involved

 working on a spread sheet of group members, will be on Google Drive

 meetings need to be “tighter” – with an organized structure

 example: people need to say their names

6. Site Steward Conference Update:

 Hammond:

 a. workshops almost set – topics identified, need to decide which day for each

 Grand Canyon staff (federal) can’t work on Saturday/Sunday

 so moving LM/RC meeting to Saturday so workshops can be on Friday

 Salge recommends creating a spread sheet of workshops

 suggestions for workshops:

 Leonard volunteers to present workshop on SHPO issues

 Jim Watson – issue of what to do if find human remains

 workshop for Site Stewards + a presentation at the LM/RC meeting

 Project Archaeology – Brooke Wheeler & Kathryn Leonard will do a

presentation

 + people who attend Montana training session

 SHPO would like an open forum session so people can ask questions

 Christina Firethunder – tribal issues

 Salge:

 b. Social hour/Friday night - $200 for portable bar set-up/staff

 includes non-alcoholic drinks

 food = $15 per person/max $3,200 cost

 other major expense = Veer Consulting for registration + Ryder’s room

 income will be from sponsorships and silent auction

 re: sponsors – Leonard suggests contacting SRP & APS –

Archeo Month monies may be available

 motion – Foundation to support the Friday night Social hour

 at a cost not to exceed $3,200

 moved by Ennis, seconded by Wood, approved by Board vote

7. Website Update: Meeks

 looks good but need pictures (a photo permission is on volunteer agreements)

 updating minutes, etc. as needed

 need to update “Meet the Team” after this election

8. Heritage Fund: Leonard

 Senate bill – was passed out of the House & is on Governor’s desk

 will re-establish the Heritage Fund but no monies attached

 will allow Fund to take private funds

 will Governor Ducey sign it?

9. Project Archaeology:

 group going to Montana for the training – Nicole, Jeri, Bill Nightwine,

 + Robin Johnson – teacher, Tim Watkins

10. Old Business:

 a. brochure for SHPO conference has to be sent to hotel June 1 – 8

 300 (of 500 printed)

 b. Pecos Conference – August – table reserved for Foundation

 Salge donated cost

 c. need posters for SHPO conference – ask Zoll

11. New Business:

 a. Salge – letter from the Archeo Conservancy

 he has been appointed to the American Archaeology magazine

 Editorial Advisory Board

 suggests we do a story on the 90th Anniversary of Pueblo Grande Museum

12. Next Meeting: June 21 @ 10 am

13. Adjourn at 11:14 am

submitted 6-3-2019

Ruthanna Battilana, Secretary