**Arizona Site Steward Program Foundation**

**Board Meeting**

**Minutes**

**12-21-2018**

Present: Chair Nicole Armstrong-Best, Secretary Ruthanna Battilana, RC Rep Dave Salge,

 RC Rep Doug Newton, SS Rep Steve Boley, SS State Coordinator Sean

 Hammond, guest RC Shelley Rasmussen, guest Asst RC Trudy Mertens

Present by phone: Tribal Rep Jill McCormick, SS Rep Jeri Meeks, SS Rep Mary Wright,

Absent: Vice Chair J. Scott Wood, Treasurer Kent Ennis, SS Rep Beth Krueger,

 SHPO Rep Kathryn Leonard

1. Meeting called to order at 10:06 am by Armstrong-Best

2. Minutes: Battilana

 Correction: 8. Kimberly Yee will not be AZ Senate Minority Leader next year

 as she was elected State Treasurer.

 Motion to accept minutes as amended by Salge, seconded by Newton,

 approved by Board vote

3. Treasurer’s Report:

 balance is the same = $7,804.33

 one payment to be made - $300 to sponsor SHPO conference

 Motion to sponsor 2019 SHPO Conference by Salge, seconded by Boley,

 approved by Board vote

4. Update on Site Steward Program: Hammond

 a. LM & RC meeting on Dec 7 went well

 among those attending – RCs Dan Rucker & Jimi Walker,

 Daisy Morgan, FS Albuquerque office,

 + LM Dan McGrew by phone

 volunteer agreements discussed –

 there will be a standard form each for feds, state, local LMs

 should be online & by summer

 issue of calling CADO + the archaeologist – discussed but not resolved

 \*note – if the Federal govt shuts down, all site visits to federal sites

 are cancelled due to insurance issue

 b. 2019 Site Steward Conference, Oct 4-6 at the Grand Canyon

 proposed theme: “Many Regions, One Goal”

 we will be able to use Grand Canyon resources staff

 lodging – Zantera & Delaware North - covers all hotels & RV sites)

do we want a contract for # of rooms?

 which would require a $500 down payment

 contract can be cancelled 60 days in advance

or do we just want a promo code that gets us a discount?

 everyone makes their own reservations

 getting sponsors for the conference – send suggestions to Salge

 Nicole will do letters to sponsers

 Salge = Conference Chairman

 c. Conference Programming – using Grand Canyon resources

 suggestions: Havasupi cultural sensitivity, Will Russell, ASM on burials,

 safety, ideas from RCs, desert survival

 stipend for presenters will be need to be considered among costs

6. Update on Website: Meeks

 following suggestions made at last Board meeting: logo is bigger,

 meet the team page – pictures are smaller, redoing bios – shorter,

 bigger font – ADA standards compliant (Futura 15 print)

 Ability 360 Company – week of Jan 7

 public pages are live

 hidden pages – changed button

 Board documents, etc will be moved to Google Drive

 (Google account includes Google Drive)

 posting minutes – only a summary + link to actual minutes

 Meeks will do the summary

 Sean has posted a link on the SS website to the Foundation website

 we now have Facebook/Website/partners page

7. Old Business:

 a. Boley – AZ Gives Day on April 12

 need info from Treasurer to set up our participation

 there are competition levels that earn your group more money

 need to know what they are & the rewards

 \*re-discuss at Feb meeting

 everyone needs to go on social media and promote donating

 b. Wright – need to have an archival back up

 Meeks – that would also be on Google Drive

8. New Business:

 a. Meeks – 2019 Legislative Public Body renewal due

 b. RC contacts – lack an official RC mailing list with RCs & Asst RCs

 Hammond will do this

 c. Rasmussen – pointed out articles in American Archaeology magazine

 fall issue – article on SSs repairing fences

 winter issue – article on Will Russell

 d. complaints about traffic problems if evening Board meeting is at 5 pm.

9. Next meeting: January 16 at 5pm

10. Adjourn 11:19 am.

submitted 1-8-19

Ruthanna Battilana, Secretary