**Arizona Site Steward Program Foundation**

**Board Meeting**

**Minutes**

**8-17-2020**

Present by phone or web-ex: Chair Nicole Armstrong-Best, Vice Chair J. Scott Wood,

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

SS Rep Jeri Meeks, SS Rep Tee Cervantes, SS Rep Steve Boley,

SS State Coordinator Sean Hammond

Absent: RC Rep Doug Newton, Tribal Rep Jill McCormick, At-Large member Shelley

 Rasmussen, SHPO Rep Kathryn Leonard, Advisor Brooke Wheeler

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

2. Minutes: Battilana

 Corrections: 4e. State Trust volunteer agreements; 6a. person named was

 Joanna Brace; 6b. person named was Erika, name of grant was

 delineated, name of second person was Sharlot Hart; 6c. name of

 book was Investigating Shelter; 8b. prepare a draft social media

 policy

 motion to accept minutes as amended by Ennis, seconded by Meeks, approved

 by Board vote

3. Treasurer’s Report: Ennis, Salge

 a. balance = $4,861.09

 b. problem with a $200 donation via PayPal, something to do with “shipping

cost”, so it has not been added yet

 c. motion to reimburse Battilana for yearly rent on mailbox ($182.44) by Meeks,

 seconded by Ennis, approved by Board vote

 d. Wix payment has not been deducted yet

 e. Project Archaeology budget should be separated out, motion to do so made by

Meeks, seconded by Ennis, approved by Board vote

5. Update on Site Steward Program: Hammond

 a. opening of new database – had to take a 2-week break from the training,

 starting again this week, will only do 1-2 regions a week; 9 regions open

 so far, 1,500 reports submitted as of last week

 b. BLM grant for $5,000 has been submitted

6. Update on Site Steward Conference: Hammond

 a. budget estimates – Hilton Hotel is a good pivot point as it is in the center of

 relevant areas and has conference rooms; problem is with the cost –

 given what they want us to spend on food (breakfast/refreshments during

 the day/banquet) = $8,000 + tax = $9,600, plus $3,500 for use of

 the conference rooms = $13,000, plus awards dinner and Friday night

 social hour, total cost = $21,000

 Salge – due to Covid issues, should we have a dinner?

 Hammond – alternatives are using outdoor amphitheaters in the parks for

 sessions, food vendors will be out for St Patrick’s Day festivities could

 be used for on-your-own dinner

 Cervantes – need to check on hotel rates, alternative would be Radisson

 Hotel also in the area + Az Western College next door to that hotel

 b. Hammond – funding the conference - Luke AFB grant can be used for

conference expenses, has to be spent by July; BLM & FS grants have

limits and probably can’t be spent on the conference

7. Project Archaeology: Meeks

 a. 2 projects – a virtual workshop and hiring an intern

 b. reworking funds to hire an intern

 c. second curriculum development on the pit house, National PA will supply

 a template, need to decide on a team leader, need to send draft

 to National by March 21

 d. grant will help fund intern; Hammond – Americorp would be too expensive;

 Armstrong-Best – suggest Public Allies program which she used to hire

 Lanella, but doesn’t know current costs

 e. Brooke/BLM purchased 5 teacher kits and 35 student kit downloads already

4. Elections: Armstrong-Best

 a. 9 votes were received

 b. results: Wood re-elected as Vice Chair, Ennis re-elected as Treasurer,

 Steve Boley elected as RC Rep, McCormick re-elected as Tribal

 Rep, SS Reps elected = Meeks, Cervantes, Pam Rottas – Agua Fria,

 and Elliott Thompson – Verde

8. Update on Social Media Policy: Salge, McCormick

 committee met on August 14, will meet again and present results at next

 Foundation Board meeting

9. Update on Website: Meeks, Cervantes

 a. no one has given any feedback – people need to visit site and give feedback

 check both websites – Skunkworks and our website – by August 24;

 committee will be meeting on August 25 to look at feedback

 b. continue issue to September Board meeting

10. Old Business – none

11. New Business – none

12. Next meeting: September 21 at 10 am

13. Adjourn: 11:12 am

submitted 8-19-2020/amended 9-21-2020

Ruthanna Battilana, Secretary