**Arizona Site Steward Program Foundation**

**Board Meeting**

**Minutes**

**8-16-2019**

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

 Secretary Ruthanna Battilana, RC Rep Doug Newton, SS Rep Jeri Meeks

Present by phone: Treasurer Kent Ennis, RC Rep Dave Salge, Tribal Rep Jill McCormick,

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

Absent: SS Rep Steve Boley, SS Rep Marcia Simonis,

 At-Large member Shelley Rasmussen, SHPO Rep Kathryn Leonard

1. Meeting called to order at 10:02 am by Chair Armstrong-Best.

2. Minutes: Battilana & Salge

 June corrections: 4e. misspelled; 4h. reworded to indicate meeting was

 Hammond and Dan Rucker with people from McDowell-Sonoran Reserve

 July – no corrections

 motion to accept June minutes as amended and July minutes as submitted

by Wood, seconded by Meeks, approved by Board vote

3. Treasurer’s Report: submitted by email by Ennis

 move to accept report as submitted by Salge, seconded by Meeks, approved

 by Board vote

 other issues:

 a. Nicole: bank where we have Foundation account was sold, so bank card

was discontinued, have to apply for a new one

 b. Meeks: fee for website due $276, motion to approve expense by Meeks,

 seconded by Salge, approved by Board vote

 c. donation received for Site Steward Conference: $500 from Westland Resources

 d. need to pay room expense for Dave Ryder – need to pay by card

 (can’t be done until get a new card from the new bank owners)

 e. reimburse Battilana for cost of mailing brochures to SHPO conference $13.42,

 $50 for Foundation banner (previously approved), and $181.40 for mailbox

 motion to reimburse expenses by Wood, seconded by Ennis, approved by

 Board vote

 f. scholarships for Site Steward Conference discussion: set aside $200 to reimburse

each RC for lodging expense or set aside a certain amount that would be

divided among those who sought reimbursement;

problem/issues: we are still expecting some donations but we only have a

 $2,500 uncommitted balance at this time

suggested statement to be added to conference application:

 “Scholarships may be available from the ASSP Foundation for RCs

 and award winners.” – people would respond by email

 Salge will handle this

discussion for next month: how much money do we have? who needs

 financial assistance? adding award winners?

4. Update on Site Steward Program: Hammond

 a. Brad Heap (RC for AZ Strip East) has resigned, working with Forest Service

 on a new RC

 b. new URL: AZSteward.org or com

 will auto-forward email from old address

 c. Forest Service grants available at end of the month

 d. BLM grant: BLM had a problem with the info provided in our application

 working on getting them the info they want

 e. looking at grants for trail development and connections between OHV groups

(off-roaders) & protecting sites, examples of coordination are putting up

pipe rail, signage, and possibly surveys

 f. updating IGAs: Flagstaff done; BIA, Game & Fish – almost done

 g. delay on data base due to Conference planning but developers have a

 deadline, may not be up until October

5. Update on Site Steward Conference: Hammond

 a. Dave Ryder has finished registration form (need 1 more workshop verification)

 b. The Watch will included the registration form + Conference and lodging info

 + nomination for awards (fillable form to Meeks)

 via email – out Monday or Tuesday

 c. breakfast on Saturday will be provided by 2 tribal food “trucks”

 Navajo and Oodham

 d. State Parks will be paying for 100 people for the dinner

 + 10 rooms for speakers

6. Old Business:

 a. conflict

 b. website stagnant – Meeks will update, needs pictures

 c. Pecos Conference report – a good conference; Simonis made some

 contacts, Rasmussen did not go/Merten went in her place with info;

 we need to have materials for outdoor events – too wet and windy

7. New Business:

 a. working on badges and awards – Award Mart is not responding to messages

 about badges

 b. GAAC meeting on September 5, Nicole has been invited to join GAAC

8. Next meeting: September 13, 2019 @ 10 am

9. Adjourn at 11:02 am

submitted 9-8-2019

Ruthanna Battilana, Secretary