

AZSITE Board Minutes – July 6, 2012

Physical Meeting place – Museum of Northern Arizona, Flagstaff, AZ, Director's Board Room.

Meeting was broadcast via Webinar. Recording of entire meeting is available upon request.

Members in attendance

Jim Cogswell – Arizona State Parks, Chair

Arleyn Simon – Archaeological Research Institute, Arizona State University

Barnet Pavao-Zuckerman – Arizona State Museum, University of Arizona

Kelley Hayes-Gilpin – Museum of Northern Arizona

Also in Attendance – Julie Hoff – Chair AZSITE Advisory Council – Arizona Library and Archives

Meeting was called to order at 10:04 by Chair Cogswell. Board members were called to introduce themselves and a quorum was met.

Agenda Item C –

Item a – Board has been introduced.

Item b – Pavao-Zukerman discussed the AZSITE funding status. As of May 31, total fees received for calendar year 2012 are \$88,000 and \$38,010 remaining after all encumbrances (\$8719 to ASU, \$14k to MNA, \$35k in admin salary, and \$4380 for new server).

Item b sub 1 – Cogswell reports that the BLM funding should continue with \$25k for ASU-ISSR web management, plus some additional for student labor to do BLM data entry-I don't remember this.

Item c – Standing report from the AZSITE Advisory Committee Chair (Julie Hoff). A recap of the Advisory agenda discussion. No action was taken and no recommendations were made by the Committee.

Item D – Karl discussed the agreement with the City of Phoenix (COP) to verify all the digital data within the COP's boundary. Work has begun on this. COP will pay AZSITE \$6000 to complete this computerization and will receive also 3 years AZSITE access.

Cogswell noted that the agreement with COP could be used for the template to allow other Certified Local Governments (CLGs) to use AZSITE. Karl will provide logic for the dollar amount charge to assist with billing other CLGs. This discussion will continue at the next Board Meeting.

Item e – According to Karl, the new version of AZMap has not been rolled out yet due to some technical problems at ASU. A test version was demo-Did you do this?. New data included SHPO data from their database – National Registry status, new hydrology layers, and new tool icons.

Future version will include more SHPO Map Data, Historic Structures, Historic Districts and a new print function.

Item f – Discussion of AZSITE user by CLGs by Cogswell. A new user application for the CLGs is being devised and will allow these CLGs access even though they do not have an approved archaeologist on staff. Other qualifications will be required, such as belong to professional planners and urban development societies, or holding advanced degrees in Urban Planning or Architecture. This document will allow the CLG to request AZSITE 'raw' data (shape files and attribute tables), and pay \$35/square mile for these data to be verified and corrected. This agreement would not allow the CLGs access to any of the scanned documents. Draft application was distributed and some suggestions made. This item will be on the next meeting's agenda with a new draft ready for corrections and possibly to vote in as approved for the 2013 calendar year.

Item g – Hayes-Gillpin discussed the work to be done on NAU (Northern Arizona University) sites. They are still gathering the site cards which need to be data entered. Tribal sites must first be removed. A total number of sites will be forthcoming. When this number has been determined, funding will be allocated to MNA to complete the data entry of these sites.

Item h – AZSITE Data User Application needs some updating and corrections to reflect the current status of the data and what users will get. Karl highlighted a paragraph about the re-distribution of the 'raw' data by AZSITE users to third parties – i.e., the sponsors of the projects that used the data. More discussion on this to come. Will be on next agenda

Item i – A review of the Tribal Lands Policy. The written policy was edited to be briefer and more to the point. Simply put, it states that no data within the legally defined boundaries of a tribal lands will be distributed electronically by AZSITE. Furthermore, the electronic data within the tribal lands could be distributed to a tribe with proper request, but could not be distributed to any other party, even with tribal permission. This is an agreement made at a previous AZSITE meeting. Noted was the fact that surveys intersecting tribal lands had not been previously removed. It was suggested they should be removed from now on and that existing would be removed at the AZSITE administrator's earliest availability to do so. This item will be on the next agenda for approval of the Tribal Lands written policy.

Item j – Short discussion on 'add on' fees for access to the scanned 'gray literature' reports. Karl noted that few companies have commented on this possible additional fee, with only one stating openly they would not pay more for it. Suggested fee would be \$1000 additional after an agency purchased the AZSITE user account (not the 30 day or 1 month fee)The beta version of this option will go online come mid-late September, with the full blown version available January 2013. This feature will be demo'd at the next Advisory Council meeting to be held in mid-September, with further discussion on the fees at the Board Meeting.

There was no public comment.

Next meeting date was tentatively set for September 21 or September 28.

Meeting was adjourned at 12:10, Friday July 6, 2012.