



MARK BRNOVICH
ATTORNEY GENERAL

OFFICE OF THE ARIZONA ATTORNEY GENERAL
APPEALS & CONSTITUTIONAL LITIGATION DIVISION
GOVERNMENT ACCOUNTABILITY UNIT

KATHERINE JESSEN
ASSISTANT ATTORNEY GENERAL
PHONE No.: (602) 542-3333
OMLETINFO@AZAG.GOV

December 20, 2019

By Certified Mail, Return Receipt Requested

AZSITE Consortium Board
James Cogswell, Board Member
Arizona State Historic Preservation Office
1100 W. Washington St.
Phoenix, AZ 85007

AZSITE Consortium Board
Melissa Powell, Board Member
Arizona State University
CAS Repository
734 W. Alameda, Suite 120
P.O. Box 872402
Tempe, AZ 85287

AZSITE Consortium Board
Kelley Hayes-Gilpin, Board Member
Museum of Northern Arizona
3101 N. Fort Valley Rd.
Flagstaff, AZ 86001

AZSITE Consortium Board
James Watson, Board Member
Arizona State Museum
1013 E. University Blvd.
Tucson, AZ 85721

Re: Open Meeting Law and the AZSITE Consortium Governing Board

Board Members:

The Office of the Attorney General has received an Open Meeting Law complaint regarding the AZSITE Consortium Governing Board (the "Board"). The Attorney General is authorized to investigate alleged violations of and enforce Arizona's Open Meeting Law. The complaint has been assigned to the Government Accountability Unit, and in particular the Open Meeting Law Enforcement Team (OMLET).

The complaint alleges that the Board purportedly does not make its meeting minutes, or a recording of its meeting, available for public inspection within three working days after a meeting. Specifically, the complaint alleges that the Board held a meeting on October 2, 2019, but purportedly has not made these minutes available for public inspection as of December 10, 2019.

This letter's purpose is to request information from you regarding the aforementioned complaint so that we may better assess this matter. To that end, and pursuant to A.R.S. § 38-431.06(C), please provide a written response to the above allegation. Along with the response, please include a copy of the October 2, 2019 meeting minutes and any available audio or video

recordings.

Please forward the information requested within thirty (30) days of receiving this letter. Any objections to or reasons for not complying with this request should be filed with the Attorney General's Office no later than the same deadline. A failure to timely respond to this letter may result in the finding of a violation(s) and the imposition of appropriate remedies. If legal counsel will be representing you in connection with this inquiry, please have counsel notify me of such representation.

Sincerely,

A handwritten signature in blue ink that reads "Katherine Jessen". The signature is written in a cursive style with a large initial 'K'.

Katherine Jessen
Assistant Attorney General
Open Meeting Law Enforcement Team