

AZSITE Board Meeting Minutes

April 23, 2015

10:00am

**Center for Archaeology & Society Repository
Tempe, AZ**

A quorum was obtained

Called to order at 10:20am

Introduction of Board:

Members present:

Jim Cogswell, SHPO

Kelley Hays-Gilpin (via web), MNA

Beth Grindell, ASM

Arleyn Simon, ASU

Also present:

Allen Dart (via web), AZSITE Advisory Board

Dan Merino (via web), WECC

Bryon Woertz (via web), WECC

Approval of January Meeting Minutes (with corrections to balance)

Election of 2015 Vice-Chair:

- Cogswell nominated by Grindell, second by Hays-Gilpin
- Unanimous: Cogswell accepted

Financial report (Grindell):

AZSITE financials since July 1, 2014:

started the fiscal year with	\$52,702
total income through 4/15	\$75,650
fees paid UA through 4/15	\$7,565
encumbrances (for ASU)	\$0
expenses through 4/15	\$69,669
salary transfer	\$0
amount available as of 4/15/15	\$51,118

Grindell noted that in past years, the UA recorded all salaries in another account and then once a year an amount equal to the AZSITE manager's salary was transferred into the AZSITE account. The UA has changed that system and now draws portions of the salaries for the employees who work on AZSITE from the account on a regular basis. So there is no longer a need to do a one-time per year salary transfer.

WECC Presentation by Byron Woertz:

- Environmental Task Force formed 2010
 - o CR data (highly sensitive) differs from environmental data so different approach is needed.
 - o Approach developed to collect SHPO data and use overlaying standard grid, marking areas (ranging 0-9, lowest to highest in sensitivity)
 - o View via website; use different colors for surveyed areas.
 - o Currently five (5) states share data: WA, NV, WY, UT and CO
- Discussion from members:
 - o Regarding proper guidance and clarification on avoiding highly sensitive areas; variety of site types and public looting; limited access; no tribal lands data.
 - o Suggestions: Use a buffered area similar to AZSITE Public with percentages and colors; update with every replication.
 - o Board agreed to review WECC proposal for access to AZSITE data and make a decisions in July.

Data Administrator Funding (Grindell):

- Karl's salary only; added staff (\$69,000)

Funds to ASU:

- Continuation of funds for student (Stephen Bacard) to update boundaries and scan reports for online viewing.
- For Summer/Fall: \$5,000-6,000 possible; Grindell to look at budget.

No standing report from the Advisory Committee Chair.

Increase to AZSITE User Fees for 2016:

- Small user to \$1,500; Medium to \$3,000; Large to \$5,500.
- Motion to limited Large account to 15 users (Cogswell); Motion to approve by Hays-Gilpin, second by Simon; Motion passed.

Report on AZSITE-Working Server Crash (Karl):

- Server crash on January 30, 2015, resulting from two (2) RAID5 hard drive failures.
- No scanned documents available; Reinstalled backup within a week.
- Sent to Data Recovery; 100% data recovery and back online within a month.
- Cost was \$7,700 with additional \$1,100 for 16TB server.

Large Data Request Form:

- Similar to annual user agreement; not for compliance work.
- Karl to amend forms and submit for July meeting.

CLG or Limited Geography AZSITE Access Plan (Karl):

- Mask areas except for their area (for small cities).
- Questions regarding qualifications, fees (flat or based on square miles), size of CLG.
- Karl will address all questions and obtain a draft from Cogswell for agreement document.

Webinar renewal payment due April 26 (\$875.48):

- Motion approved by Hays-Gilpin, second by Grindell, approved by Board.

Public comment:

- Board thanked Woertz for his presentation.

Requests for next agenda:

- AZSITE policy revisited, including qualifications (Cogswell)
- CLG and associated fee (Karl)

Next meeting will be held;

Monday, July 20, 2015 at 10:00am in Flagstaff

Location TBD: possibly a NAU board room or Anthropology Building conference room.

Adjourned at 12:12pm