AZSITE Board Meeting Minutes
April 21, 2016
10:00am
Center for Archaeology & Society Repository
ASU Alameda Building, 734 W. Alameda, Suite 120
Tempe, AZ

A quorum was obtained

Called to order at 10:00am

Introduction of Board:
>   Members present:
>   Jim Cogswell, SHPO
>   Kelley Hays-Gilpin, MNA (via Web)
>   Arleyn Simon, ASU
>   Jim Watson, ASM (via Web)

Also present:
>   Teresa Gregory, ASM

Approval of January 2016 Meeting Minutes
-   No corrections; Motion to approved by Cogswell, second by Simon; Motion passed.

Election of 2016 Vice-Chair
-   Simon nominated Watson; All approved.
-   Set up rotating Chair (Vice-Chair prior year) schedule for coming years: Watson (2017), Simon (2018), Hays-Gilpin (2019).

AZSITE Financial report (Watson):
-   AZSITE FY income as of April 4, 2016 is $105,548.
-   Currently includes 60% of salaries for Gregory and Jenkins, and paid for past ARO/AZSITE employees in 2015.
-   Most AZSITE income in December-March; Projected costs through end of FY leaves a balance of $12,920.
-   Noted that total AZSITE accounts has decreased (n=87 in 2015, to n=68 in 2016), however there are more paid accounts and less 30-day accounts so income to AZSITE remains similar.

Status of BLM support (Cogswell):
-   Cogswell spoke with Matt Basham (state archaeologist, BLM). We will receive $15,000 for 2016 versus the previous years of $20K or $25K. We will have some carry-over from past years (~$20,000) to sustain AZSITE for this year.
-   Cogswell requested an annual quote from ASU-ISSR staff for maintaining AZSITE without upgrades; Gregory to follow-up with ASU-ISSR for those numbers.

Data schema request from BLM (Gregory):
-   BLM's Dana Robinson and Matt Basham requested the "geodatabase data schema for AZSITE database" to use with their system. The wish to "build an Arizona statewide data standard for

cultural properties and survey data specific to the work conducted and resources identified on BLM land."
- Cogswell and Hays-Gilpin raised concerns regarding security. Simon suggested getting more information as to what they need and why. Gregory was concerned with the proprietary nature of AZSITE and what makes AZSITE unique; the ASU-ISSR agreed with Gregory before the meeting. Most of the Board opposed to giving out schema.
- Gregory will meet with Matt Basham (BLM) in-person to discuss their needs to be sure we are meeting them as well as the annually funding.

Review/Approval of WECC proposal for access to AZSITE data (Gregory):
- WECC sent the final agreement for the Board's approval. However, Grindell's name is on the signature line and the UA Contacts Office has not reviewed it to our knowledge.
- Gregory will get contact to ASM's Business office in order to find the next steps in the process.

Review and Vote on costs to create CLG-LGA layer (Gregory):
- Gregory has already started contacting City Planners in Arizona, with five Cities ready to pay and have access in 2017. The City of Flagstaff agreed to be the sample case for testing of the layer.
- It will be presented at the June meeting of the Arizona Historic Preservation Conference in Tempe.
- Board voted unanimously to approve the lower $3,750 cost for 30-hours of work by ASU-ISSR.

Update on Data Clips for Pima County (Gregory)
- Gregory called Pima County's Ian Milliken about issues raised and offered a maintenance agreement for specified areas outside of county line; he declined. They will receive their county area with a buffer of 5-miles as their data clip annually, and they were pleased. Additional data clips will be at the regular fee.

Update on Cloud Storage (Gregory):
- Further investigation shows that "secure data" should not be stored in the Cloud, even if it is encrypted. The annual AZSITE Application and Agreement reflects this position.
- Any questions in the further will be directed to these findings.

No Public comment.

Requests for next agenda:
- WECC Final Agreement Update (Gregory)
- BLM Meeting Update (Gregory)

Next meeting will be held;
Monday, July 11, 2016 at 10:00am in Flagstaff
Location: Museum of Northern Arizona

Motion to adjourn by Cogswell; second by Simon.

Adjourned at 11:16am