

AZSITE Board Meeting Minutes

July 20, 2015

8:00am

Northern Arizona University

Cline Library, Room 200

Flagstaff, AZ

A quorum was obtained

Called to order at 8:30am

Introduction of Board:

Members present:

Jim Cogswell, SHPO (via web)

Kelley Hays-Gilpin, MNA

Beth Grindell, ASM

Arleyn Simon, ASU (via web)

Also present:

Rick Karl, ASM (via web)

Teresa Gregory, ASM

Approval of April 2015 Meeting Minutes

- With corrections to page 2 "Motion to limited Large account to 15 users (Cogswell); Motion to approved by Hays-Gilpin, second by Simon; Motion passed."

Financial report (Grindell):

AZSITE financials since July 1, 2014:

started the fiscal year with	\$52,702
total income through 6/30/15	\$82,135
fees paid UA through 6/30/15	\$14,500
encumbrances (for ASU)	\$0
expenses through 6/30/15	\$9,575
salary transfer	\$97,980
amount available as of 6/30/15	\$12,782

- Grindell stated the expenses included servers, licenses and travel; salary transfer due to personnel costs with Karl/Gregory year overlap.
- Karl noted that the largest amount of income from AZSITE fees is in November.
- Motion to approve by Hays-Gilpin, second by Simon, Motion approved.

Funds to ASU (Grindell):

- Simon's student must wait until January to start, due to lack of funds in Fall.

Review of WECC proposal for access to AZSITE data:

- Summary: WECC wants CR and Bioresearch for electronic grid information; basically they want AZSITE data.
- Both Grindell and Karl have a sense that 5-6 states are already on board with WECC.
- Cogswell stated they want too much information (perhaps call other BLM/SHPOs to see what they are giving them.)
- Simon mentioned dithering and grids without exact site locations; carefully attention to sensitive area.
- Karl will forward WECC Agreement (with NM, NV, CO, UT, WA and OR.)
- Grindell to research all this before next Board Meeting.

AZSITE Policy and User Application and Forms (Cogswell)

- Database User Form
 - a) Page 1 – Highlights with major changes; Only one (1) authorized user.
 - b) Page 2 – Contact person (if different from signatory person on page 6)
 - c) Page 5 – Cloud storage
- Policy AZSITE Access
 - a) Added “most comprehensive”
 - b) Added CLG planners
- Motion to approve with all changes by Grindell; second by Cogswell; Hays-Gilpin and Simon agree; Motion approved.

Annual Report to Governor (Cogswell)

- Update: Contributions (figures) to Cogswell by end of July.

Application for Research Form: add to #6 – “new for final information” and “meeting by phone or web”.

- Motion to approve by Cogswell; second by Simon; Motion approved.

Large Data Request Form (Karl):

- Forms amended with some changes.
- Motion to approve by Grindell; second by Simon; Motion approved.

CLG or Limited Geography AZSITE Access Plan (Karl):

- Discussion of static versus dynamic agreement; Possible fees include \$200 for one-time clip (for static) or set price per square mile (for dynamic).
- Karl to add agenda item for CLG by November (regarding cost).

No Public comment.

Requests for next agenda:

- WECC Reviewed (Grindell)
- CLG and associated fee (Karl)

Next meeting will be held;

Wednesday, October 14, 2015 at 10:00am in Phoenix

Location: Center for Archaeology & Society Repository, ASU Alameda Building, 734 W. Alameda, Suite 120, Tempe, AZ

Adjourned at 9:37am