

ArchSite Board Report for NZAA AGM 25 June 2016

Over the last year the membership of the Board has changed considerably and we would like to thank Jackie Breen and Richard Walter for all their input over the last three years. In their place we have welcomed Andrea Farminer as the NZAA Council representative and Rachael Egerton representing DOC and are pleased to have a full Board again.

The ArchSite Board are now using Xero and so have access to financial records relating to the Board. With this information to hand we will be able to complete a budget for the coming year and have been able to commit to working toward some ArchSite enhancements.

The Board is working closely with Eagle and with the Central Filekeeper has identified the following enhancements which we hope to have in place in the next few months: pending sites available via export facility/WFS; statistics; archaeologist able to update pending site if they created it and a bulk upload of audit data.

Emma Brooks has continues to contribute considerable volunteer hours and she has also been employed on contract for three months to assist the Central Filekeeper with the QA of site record forms.

Emma has approved nearly 900 records and is waiting to hear back from archaeologists about another 220. There are currently about 2850 pending records. The quality of the data being submitted is improving so thanks to everyone who has been assisting in this process.

In association with the Central Filekeeper the Board is developing a protocol for uploading the remaining SRS material into ArchSite. Once this is developed it will be costed and finally completed. Thanks to Rick for all his work with managing the audit.

Other tasks the Board is involved with are:

- Working with NZAA and the Filekeeper Coordinator (Andy Dodd) to reshape and revitalise the role of filekeepers.
- A review of the filekeeper handbook with NZAA.
- Update of the Tripartite Agreement lead by Rachael Egerton.
- The Central Filekeeper and Emma have completed a draft Archsite User Guide which we anticipate will be available soon.

The ArchSite Board wishes to acknowledge the work of Nicola Molloy in her role as Central Filekeeper (which has gone above and beyond paid hours on many occasions) and the ongoing support of the Department of Conservation for that role. Thanks also to Emma, and Kiri Sharpe of Heritage New Zealand, for their work in assisting the Central Filekeeper.

Hayden, Kat, Andrea, Rachael and Pam