



DRAFT MINUTES
Board of Directors Meeting
Omni Shoreham Hotel
Saturday, January 9, 2016
Washington, D.C.

1. Call to Order: 5:01 pm, Cabinet room
 - a. Members Present: Brooks, Alasdair; Evans, Amanda; Faulk, Kim; Freeman, Mark; Joseph, Joe; Mascia, Sara; Matthews, Chris; McDavid, Carol; Miller, Sarah; Samford, Patricia; Scarlett, Tim; Stone, Linda; Warner, Mark; Ylimaunu, Timo
 - b. Staff: Karen (Executive Director).
 - c. Guests: James Delgado and Dave Alberg
2. Briefing on two proposed national maritime sanctuaries and USS Monitor Actions, by James Delgado (NOAA) and Dave Alberg (Superintendent of USS Monitor). Delgado made the presentation, distributed a flyer with web links for comments, and asked the Board (as individuals and as the SHA) to weigh in on the public process to approve these proposals. Amanda Evans will draft a letter for Joseph to sign in support of this effort.
3. Old Business
 - a. Board approval of Amber Grafft-Weiss as Social Media Coordinator (for a 3-year term, synchronized with those of the other editors). Moved by Joseph, seconded by Evans, all approved.
4. New Business
 - a. President's Welcome (Joe Joseph)
 - i. Joseph noted that overall the SHA is in excellent condition, with no immediate crises. There are ongoing monetary challenges, and a decision to make with respect to the Springer Publishing proposal, and continuing outreach is necessary with respect to Congress. He further suggested that we consider doing meetings adjacent to the mid-year meeting and possibly in August, during the Congressional recess period.
 - ii. Joseph is also reaching out to committee chairs for information on their mid-and long-term objectives. Noted the need to update the earlier strategic plan, and suggested that we discuss this at the mid-year meeting.
 - b. Committee Reports (to discuss action items that require attention before the mid-year meeting)

- i. Government Affairs (Amanda Evans). Discussed visits to Capitol Hill made on Wednesday. Mascia asked whether the web site had a place for information on Hill efforts against historic preservation, and all discussed the possibility of doing updates on the web site. Faulk noted that the Student Committee is also interested in providing guidance for students on how to lobby. Evans will discuss these ideas with Terry Klein. Warner noted that there are limits on what state and federal employees can do with respect to lobbying. No action items.
- c. ACUA (Kim Faulk). Noted that it was a good conference; no action items.
- d. Academic and Professional Training (ACPT) (Sarah Miller)
 - i. Committee would like to explore the possibility of buying webinar software (current estimate would be about \$1,000 per year). Ben Ford (who just finished his role as Board liaison) had suggested that they prepare a proposal. Scarlett suggested that the proposal include partnering options and any need for tech support. Joseph noted that it might be useful for other SHA committees as well, and that any of the committees who are interested in using it should discuss it before the mid-year meeting.
 - ii. Committee would like to explore ways to increase visibility for Ethics Bowl. Joseph noted that discussions were underway with Terry Majewski to announce the winners at the annual business meeting. Joseph confirmed that the winners receive an award of \$500, funded by RPA and also receive complimentary registration to next year's conference.
 - iii. Discussion of the possibility of putting the annual joint ACPT Forum right after the Ethics Bowl, in the same room. Miller to discuss with Della Scott-Ireton. Evans noted possibility of coordinating efforts with GMAC mentoring program.
 - iv. Samford asked if there had ever been a student member of the SHA Board. Mascia noted that it had been discussed about a decade ago. Faulk noted that the ACUA has one, with specific protocols. Joseph suggested that we should discuss this at the mid-year meeting.
 - v. No action items.
- e. Public Education and Information Committee (Tricia Samford)
 - i. Committee is also discussing webinars, in particular one about best practices in public archaeology and press releases. She too asked the committee to write a proposal for the mid-year meeting. Also noted that they wanted to write a magazine article and wanted to use the SHA name.
- f. Development Committee (Linda Stone)
 - i. Stone reported on several proposal ideas that emerged in the Development Committee meeting. This led to BOD discussion about how to create a better culture of giving within SHA. This included discussion of how to recognize donors – buttons etc. – and how the Board might implement a

phone call campaign to appeal to “senior members”. This led to a discussion about doing a pilot “50 for 50” campaign, via emails and the web site. Linda Stone made a motion to initiate a “50 for 50” funding campaign, stipulating that it would fund the Diversity Initiatives and the society’s Student Endowment Fund and noting that the Development Committee would work with Mark Freeman on the web site announcements. Kim Faulk seconded the motion, and all approved. Discussion also noted that the 50 for 50 campaign be rolled out prior to the telephone funding campaign. Joseph suggested that the Board donate first and kick off the effort.

NOTE: there was subsequent email correspondence to clarify the wording of this motion on Feb. 5, 2016. A copy of that email thread was saved to the Secretary’s digital archives.

- g. Technology Committee (Tim Scarlett)
 - i. Tim Goddard is new chair. Update but no action items.
- h. Communications Committee (Mark Freeman). Mark is actively seeing new members and has reached out to other committee chairs to energize the content on the website.
- i. Collections and Curation (Timo Ylimaunu)
 - i. Several proposals are in the works, including some possible award for “Best Practices” in curation. Joseph noted that a curation award could possibly be framed as “Awards of Merit” if needed. No action items.
- j. Journals and Co-Publications (Chris Matthews)
 - i. Working towards presenting a Springer contract at the mid-year meeting.
- k. Gender and Minority Affairs (Carol McDavid)
 - i. Committee wants to explore the possibility of providing a “Free Day” to high school students, as a way to expose more minority students to historical archaeology.
 - ii. Also discussed possibility of including students from HBCU’s (Historically Black Colleges and Universities) in this “Free Day”, or restricting it to college students.
 - iii. Much discussion of feasibility and logistical challenges, including age (are under 18’s ok?), identification, potentially overwhelming session rooms, behavior expectations, faculty sponsors, “buddies”, etc.
 - iv. Either idea would require extensive outreach to educational institutions in conference locale.
 - v. GMAC needs to explore further but there was support for the idea, assuming logistical issues could be addressed.
- l. Ethics (Mark Warner)

- i. Noted that the committee is tweaking the Ethics Bowl procedures so that the President-Elect can attend. No action items.
 - m. Headquarters (Karen Hutchison)
 - i. Conference attendance is 1,430. Things have been running fairly well. No action items.
 - n. Treasurer (Sara Mascia)
 - i. Before giving the Treasurer's report, Mascia inquired if there was a new "climate change" committee, and whether the Ethics Bowl planners might want to have some focus on it in their next competition. Joseph asked Sara to touch base with those who might be interested and see what they might want to develop.
 - ii. Mascia presented an updated working budget, which had a few small changes from the last version. Some discussion of potential legal fees to evaluate the Springer contract. Joseph suggested that Matthews contact our current copyright lawyer about cost of contract review. Faulk moved to accept revisions to the 2016 budget and Brooks seconded, and all approved.
 - iii. The Budget Committee also approved \$5,000 for the Conference Committee Chair and E.D. to meet with local chairs in Lisbon. Scarlett moved to accept, Faulk seconded, all approved.
 - iv. Regarding the 2017 conference: Hutchison will work with the committee to get their budgets ready for Board review via email.
 - v. Mascia reviewed the end-year numbers. We anticipate a surplus of \$33,316 for 2015. She asked the Board to approve moving \$15,000 into the general reserve fund. Scarlett moved, Stone seconded, all approved.
- 5. Date/Location of mid-year Board meeting/
 - a. Hutchison will explore the possibility of holding it at the previous location (Sheraton Old Town, Alexandria). Most probable date is the weekend of June 25th.
 - b. Joseph to discuss possibility of Capitol Hill meetings for those who can participate. He will also see if we can have a tour of the Veterans Curation Project (VCP).
- 6. Board extended a heartfelt thanks to Karen Hutchison and her staff for a very successful conference. Motion made by Mascia, seconded by Evans, all approved.
- 7. Adjourned at 7:15 pm.