



**DRAFT MINUTES**  
**Board of Directors Meeting**  
**Omni Fort Worth Hotel**  
**January 4, 2017**  
**Fort Worth, Texas**

1. Call to Order: 8:42 a.m. in Stockyards 1
  - a. Board Members Present: Alasdair Brooks, Annalies Corbin, Amanda Evans, Kim Faulk, Mark Freeman, Joe Joseph, Sara Mascia, Christopher Matthews, Carol McDavid, , Sarah E. Miller, Patricia Samford, Tim Scarlett, Linda Stone, Mark Warner, Timo Ylimaunu.
  - b. Incoming Board Members Present: Marco Meniketti, Katherine Hayes, Matthew Reeves and Shannon Dunn (attended remotely)
  - c. Also attending: Karen Hutchison, (Executive Director)
2. Approval of Agenda. Accepted unanimously.
3. Consideration of Draft Minutes of the June 25, 2016 Board of Directors Meeting.
  - a. Minutes accepted as amended (Mascia moved, unanimously accepted).
4. Introduction of members.
5. Reports
  - a. Consent Agenda (accepted unanimously)
    - i. Advisory Council on Underwater Archaeology (Faulk)
      1. Executive Summary: The ACUA has been extremely busy in 2016 attending the NCSHPO meeting, meeting with the USICOMOS director, meeting with the US UNESCO commission twice, and attending the 7th UNESCO STAB Meeting in Paris in May. Our efforts to better delineate job opportunities in the underwater discipline continue with a final survey this spring. Funds for the 2017 ACUA/SHA cobranded ACUA Photo Contest calendar have been secured through fundraising efforts. Work is complete for producing the 2016 Proceedings and the 2017 calendar layout. For the 2017 conference the ACUA reviewed abstracts, worked with the student APTC Subcommittee for a panel/forum, assisted in judging the student ethics bowl, and ran the ACUA Photo Competition. Joint efforts with the SHA to promote the protection of both UCH and terrestrial sites are ongoing via letter writing campaigns, and upcoming blog posts.
    - ii. Awards (Majewski)
      1. Executive Summary: Between June and December 2016, the Awards Committee completed the following activities: made decisions about the Ruppé, Roberts, and Cotter Awards and the Awards of Merit; coordinated with nominators and awardees selected; coordinated the selection of the Deetz and Gilmore Awards with the respective panels that make the selections; compiled and submitted information for the conference program; worked with the Fort Worth, Texas, conference organizers and the executive director to plan for the three different venues where awards and prizes will be presented; and coordinated with the executive director on the physical awards and with President Joseph on notifications as needed. The committee chair continued the on-going process of more efficiently coordinating the awards and

- prizes. The chair of the committee will work with Paul Mullins throughout 2017 to prepare him to take over as chair after the 2018 meeting.
- iii. Journal (Christopher Matthews)
    - 1. Executive Summary: *Historical Archaeology* issues 50(1) - 50(3) has been printed and mailed. Issue 50(4) will be printed and shipped in December. A publishing partnership agreement with Springer Publishers was approved by the SHA Board and will go into effect in January 2017.
  - iv. Collections and Curation (Sara Rivers-Cofield)
    - 1. Executive Summary: The Collections and Curation Committee is still focused on two main projects: 1) ensuring that collections issues and success stories are well represented at the SHA conference, and 2) compiling updated resources such as curation standards, cost-savings tips for labs, box fees, etc. Additionally, Committee members Mark Warner, Sara Rivers-Cofield, and Julia King are working with the Archaeological Collections Consortium (ACC), which is a group of representatives from ACRA, SAA, SHA, and governmental agencies. This group is currently developing standards for no-collection surveys, and working on an edited volume about current issues in archaeological curation.
  - v. Co-Publications (Annalies Corbin)
    - 1. Executive Summary: SHA Co-publication's goals for 2016 remained on track. Matthew E. Keith (ed), *Site Formation Processes of Submerged Shipwrecks* was released via University Press of Florida. Amanda Evans (ed), *The Archaeology of Vernacular Watercraft*, is out with Springer Press. Currently SHA has co-publications agreements with the University Press of Florida, University of Nebraska Press, Springer Press and are working with the University of Tennessee Press and the University of Alabama Press on projects that will be forthcoming. The Print on Demand (POD) series, *Perspectives*, is proving quite popular and productive for SHA with ever increasing sales, as well as new SHA Special Publications - selling in every book format available (print, pdf download, ebook, ibook, NOOK, and Kindle). 2016 saw the production of eight new volumes in POD format. We are seeing downloads coming from around the globe! Lifetime earnings for SHA from our Co-Publications effort has reached \$62,253.69 to date.
  - vi. Development (Christopher Fennell)
    - 1. Executive Summary: Progress continues. In addition to the "50 for 50" campaign, which will continue in 2017, our current focus is mostly on thematic fund-raising for targeted initiatives.
    - 2. Action Item: Board members are asked to consider suggestions of organizations or companies that may be interested in purchasing advertising in the Newsletter, Journal, or Web site, and to forward such information to Karen Hutchison at the Business Office.
  - vii. Ethics (Mark Warner)
    - 1. Executive Summary: None. Will discuss role of Ethics Committee at the Board meeting.
  - viii. History (Ben Pykles)
    - 1. Executive Summary (edited for length): We have been unusually active given the 2017 50<sup>th</sup> anniversary of the SHA. We have created a history-themed volume for the SHA's *Special Publications* series titled, "A Half Century of the Society for Historical Archaeology." It includes all previously published oral histories, memorials, and articles featuring recipients of the Harrington Medal and Ruppé Award. We have also created a special commemorative poster that features the program covers for each of the SHA's fifty annual meetings. We have also created an

online exhibit of historic documents, photographs, and related items (e.g. conference paraphernalia) from the SHA's first 50 years. We continues to collect and publish oral history interviews with past SHA Presidents and award recipients. We completed an interview with Kathleen Deagan, which has been submitted for publication in the journal. Other interviews are in process. We continue to provide content for the "Images of the Past" section of the Newsletter.

- ix. PEIC (Kevin Gidusko)
  - 1. Executive Summary: The PEIC met at the 2016 annual meeting, with Kevin Gidusko as Committee Chair as Jennifer Poulson asked to step down. Over the the last year the PEIC has published eight blog updates discussing practical aspects of public archaeology. These topics included: social media as an educational tool, use of drones, archaeology camps, the Project Archaeology Leadership Academy, and more. The PEIC has organized a panel session at the 2017 annual meeting to discuss the need for reevaluation of public archaeology evaluation practices. Outside of the annual meeting, committee members have been involved in the Day of Archaeology, International Archaeology Day, and the Archaeology Education Clearinghouse. Chair Kevin Gidusko represented SHA at the National Council of the Social Studies annual conference in Washington D.C.
- x. Technologies Committee (Timothy Goddard)
  - 1. Executive Summary: The technologies committee has been focusing its efforts on committee membership and recruitment, technology room planning and new formats for sponsored symposiums. Ongoing discussions of technology resources for the website are underway. Future discussions about mechanisms to provide technology training to the SHA membership is a new goal for the committee moving forward.
- xi. RPA Report (Hoffman)
  - 1. Executive Summary (edited for length): The Register held a Strategic Planning Workshop in October to revisit goals and priorities developed under the 2011 RPA Strategic Plan. This resulted in the development of vision statements and goals to achieve these visions. The RPA continues its marketing to improve outreach and increase registration and will exhibit the RPA booth at the current SHA conference and the 2017 SAA conference. It currently has six affiliated state societies, in addition to the four sponsoring organizations. It continues its Continuing Professional Education certification program which, along with the Field School Certification program, serves as a quality control measure allowing RPAs to identify ethical programs taught by qualified instructors. There are now 37 Register certified Continuing Professional Education training programs. As of December 2016 there are 2,976 RPAs.
- xii. Website (Mark Antony Freeman)
  - 1. Executive Summary: The Springer change has a big impact on the website. We've removed all articles PDF's and put in links to Springer. We are working to build new content in other parts of the website (memorials; awards; reviewed open source software; exhibits) to continue to offer value to SHA members.
- b. President (Joe Joseph)
  - i. Executive Summary: The President addressed a range of local and federal government initiatives; interacted with CHP, ACRA, and the SAA on a potential of an advocacy coalition; communicated with members through columns and blogs; and worked on 50 for 50 Campaign, the Diversity Initiative, and other Presidential obligations.
  - ii. Action items: The Board should state any reservations on the SHA's chairing of a session at the Cultural Heritage Media Conference. No SHA funds are requested for the meeting.
- c. Secretary (Carol McDavid)

- i. Executive Summary: Continuing to provide information on current archiving protocols on request. During 2017, will gather materials for archives, per those protocols. Will meet with incoming Secretary, Shannon Dunn, at the 2017 meetings.
- d. Treasurer (Sara Mascia)
  - i. Review of November 2016 Financial Statements. Included in Board Book.
  - ii. Mascia presented highlights from Report.
  - iii. Accepted (Corbin moved, Evans seconded, all approved).
  - iv. Acceptance of SHA 2015 Audit (moved by S. Miller, seconded by A. Brooks, unanimous).
- e. Interruption of Agenda: SHA 2017 Conference Chairs Report (Amy Borgens, Tiffany Osborne).
  - i. Thus far, there are 748 registrations and 621 abstracts (71% terrestrial, 21% underwater). Discussion of frequency of those who submit abstracts and then fail to complete registration or attend. Noted the costs to SHA when people back out after doing this. Noted that ConfTool has no provision for 2-step registration. Various strategies to address this were discussed. Joseph to discuss the problem with Scott-Ireton (Conference Committee Chair).
- f. Headquarters (Karen Hutchison)
  - i. Executive Summary: Since the mid-year meeting, staff has worked closely with the SHA 2017 Conference Committee on all aspects of conference planning and execution. 2017 dues renewals were mailed out in early October, and the dues renewal process is ongoing. Staff also facilitated the completion of the SHA 2015 financial audit.
  - ii. Hutchison noted the dues from institutional members support having lower student rates, and that we cannot cover the cost of running SHA with only membership dues.
- g. Committee Reports
  - i. Conference Committee (submitted by Della Scott-Ireton, presented by Joe Joseph)
    - 1. Executive Summary: The Conference Committee is working with the 2018, 2019, 2020, and 2021 local committees on planning. Site visit by Conference Committee Chair to the 2021 venue in Lisbon was completed; Executive Director will need to visit in the coming year. An inquiry was received for hosting the 2022 conference in New Jersey.
    - 2. Action Items:
      - a. We ask the Board to discuss and provide direction regarding the possible video recording of conference sessions for on-line use.
        - i. We received an email from an organization called V-cube, an event services company, offering to record and make available on-line our conference sessions. Joe responded saying we would not be interested this year but would keep them in mind.
        - ii. We ask the Board to discuss the pros and cons of a service such as this. Pros would include capturing papers for posterity; cons would include possible loss of conference revenue from web-viewing versus attending. We discourage presenters Skyping in for similar reasons – this is related but perhaps something to consider.
      - b. After considerable discussion, no action was taken, but Joseph asked Tim Scarlett if he would put together an ad-hoc committee on this issue and bring it to the Board again.
- h. **Interruption of Agenda:** Eden Burgess from Cultural Heritage Partners joined the Board at 9:50 a.m. to review Government Relations initiatives.
  - i. Considerable discussion of recent national election and probable negative impact of results on historic preservation, archaeology, and related fields. (See Terry Klein's report summarized in the Consent Agenda, and the longer version in the Board Book for this meeting.

- ii. Discussion of the need to form a coalition between relevant archaeological groups. The Coalition will have two focuses – support for research and protecting the nation’s historic preservation programs. The final decision will be made at the Saturday Board meeting, but Joseph noted that this initiative would double our current expense for education/outreach on these issues (from \$30,000 to \$60,000 per year). The need is now, however, so that efforts can be aimed at the mid-term congressional elections.
  - iii. The National Conference on State Historic Preservation Offices (NCSHPO) will hold a Lobby Day on March 14/16 2017. The focus of the day is to educate members of Congress on historic preservation. Sarah Miller moved that the SHA support the NCSHPO Lobby Day. Seconded by Kim Faulk, all approved.
- i. Nominations and Elections (Ewen) (regular agenda resumed).
  - i. Executive Summary: The 2017 slate was prepared for board approval. The 2016 slate candidate info was assembled for publication in the Newsletter. After the election, the Chair contacted candidates and informed them of the results.
  - ii. Action Items:
    - 1. The Nominations Committee requests that the Board review the final slate for approval (see Board Book for details).
      - a. Tricia Samford moved to approve the slate; seconded by A. Brooks, all approved (pending corrections to some affiliations).
    - 2. There are some procedural modifications for the board to consider.
      - a. Since an incident with a previous slate, we do not officially talk to the proposed candidates until the Board has approved the slate [this procedure is now in place].
      - b. If a candidate declines, we must return to the full board for re-approval of a new candidate. This is not a problem if it only happens once, but it could be a real problem if we have to substitute 2 or more candidates.
      - c. It is proposed that the Executive Committee be able to approve slate modifications after the full board approves the initial slate.
      - d. Secondly, it is also proposed that the chair who assembles the slate be charged with collecting their bio information and submitting it to the Newsletter.
- j. Newsletter (Brooks)
  - i. Executive Summary: The Newsletter has been produced to schedule. The Newsletter Editor feels that this is an appropriate time to ask the Board for some direction over the Newsletter’s future.
  - ii. Action Items (edited for length). There are two key questions as we prepare for the transition to Brook’s successor:
    - 1. What is the Newsletter actually for? What can the now completely digital Newsletter do better than the website and social media?
    - 2. Assuming the Board sees a continued role for the Newsletter, what should its content be?
  - iii. After discussion, the consensus was that we continue to do the newsletter, but that the regional editors (who participate with various levels of interest) need to be contacted to renew their interest. After this, the Newsletter Editor will recruit replacements as needed. In addition, the President-Elect will begin a search for the Newsletter editor’s successor.
- k. Academic and Professional Training (Carolyn White)
  - i. Executive Summary: The Academic and Professional Training Committee continues in its various roles to support the local conference committees—helping to plan continuing education workshops for the 2017 SHA conference and promoting the workshops and other professional training issues through blog posts on the SHA Blog. We also oversaw the 2017

- SHA Student Paper Prize and assisted the APT Student Subcommittee in encouraging and promoting professional development for student members of the SHA.
- ii. The chair is stepping down so a replacement needs to be named.
  - l. Gender and Minority Affairs (Florie Bugarin and Lewis Jones)
    - i. Executive Summary: No formal report.
    - ii. McDavid presented the results of the effort to recruit students from HBCUs to attend SHA this year. She received responses from two (out of 19 faculty members from 5 universities). Neither of those was able to attend, probably because the conference venue was not near their campuses. Both felt it was a good effort and should be attempted again. McDavid will contact Amanda Evans (who is involved in SHA 2018, in New Orleans)) to work on this later in the year.
  - m. Governmental Affairs (Terry Klein). Note that these action items were discussed during the earlier meeting with Eden Burgess from Cultural Affairs Partners, and not at this point in the agenda.
    - i. Executive Summary: Working with our government affairs consultant Cultural Heritage Partners, we continue to work to amplify SHA's voice on key issues in Congress, including Historic Preservation Fund appropriations, National Historic Preservation Act amendments, and transportation. We have monitored a wide variety of developments in order to make sure SHA provides input to Congress, and expect challenges to funding and to current regulations to continue to play a significant role. We are also monitoring federal agency and other entities, and in 2016 expanded SHA's reach to OPM, BLM, the World Bank, and the Army Corps.
    - ii. Action Items (edited for length): Terry Klein, committee chair, strongly urges the Board to vote in favor of SHA joining the advocacy coalition being assembled by Cultural Heritage Partners PLLC. The reasons are noted in great detail in the report from Cultural Heritage Partners (earlier in these minutes), and in the committee report filed with the Secretary's and Executive Director's archives.
  - n. Membership (Heath) – No Report
  - o. UNESCO (Evans) – No Report
    - i. Executive Summary (edited for length): We wrote summary notes and suggestions for activities resulting from the committee co-sponsored conference panel discussion on misconceptions surrounding compliance with the UNESCO 2001 Convention on the Protection of the Underwater Cultural Heritage (held during the 2016 SHA conference). We prepared draft text and content for a committee-specific webpage within the overall SHA website. We drafted and circulated notes from the UNESCO STAB meeting, held in May of 2016. We have begun working on a re-accreditation application to retain SHA's status as an NGO to the 2001 Convention States Parties and STAB. We have requested a letter of support from the UNESCO US National Commission, as required by the States Parties. During the SHA Mid-Year meeting, Committee Chair Evans met with representatives from the US National Commission, who forewarned of turnover and possible changes due to the upcoming change of administration.
    - ii. Ratification by Guinea-Bissau in the second half of 2016 brings the total number of States Parties to 56.
    - iii. Evans noted that because her term is ended, replacements need to be found to liaise with the UNESCO committee and the RPA.
  - p. Ad Hoc Committees:
    - i. Ad Hoc Archives (Mark Freeman/Mark Warner)
      - 1. Executive Summary: The committee is working towards a new archival policy in 2017, and suggests an agreement be made with tDAR for archival space including SHA conference programs. This will also provide a new membership benefit of archival space for students (and possibly retirees) at tDAR

2. Longer report is included in the committee report filed with the Secretary's and Executive Director's archives.
3. Consensus to review this proposal at the Budget meeting, but overall consensus to proceed if approved at that meeting. Before Saturday's board meeting, Freeman will meet with Ben Pykles to review how this might intersect with the work of the History Committee.

6. Old Business

a. Strategic Plan (Mark Warner)

- i. Wanted the collective opinion from the Board about the direction to take in updating the current plan. After discussion, the consensus was that Sarah Miller, Linda Stone, Mark Warner and Mark Freeman would work on this further and report to the Board at the June meeting. He will also discuss this at the Saturday Committee Chairs Meeting.

7. New Business

a. June meeting: June 17<sup>th</sup>, details TBA.

8. Adjourned at 1:45 pm (moved Brooks, seconded Faulk).

APPROVED JUNE 17, 2017.