

MINUTES
SHA Board of Directors Meeting
Sheraton Suites Old Town
June 30, 2018
Alexandria, Virginia

1. Call to Order – 8:35 a.m. in the Boardroom, 1st floor
 - a. Board Members Present: Sara Mascia, Sarah Miller, Mark Warner, Flordeliz Bugarin, Kat Hayes, Barbara Heath, Mark Freeman, Matt Reeves, Annalies Corbin, Patricia Samford, Alasdair Brooks, Audrey Horning, and Shannon Dunn
 - b. Timo Ylimaunu (attended remotely), Angela Lemke (attended remotely as non-voting representative of Marco Meniketti)
 - c. Also Present: Karen Hutchison
2. Approval of Agenda including consent agenda (Mascia, Miller, unanimous approval)
3. Consideration of Draft Minutes from January 3, 2018 Board of Directors Meeting (Brooks, Miller, unanimously approved as amended with one correction)
4. Consideration of Draft Minutes from January 6, 2018 Board of Directors Meeting (Heath, Hayes, unanimously approved)
5. Reports
 - a. Consent Agenda
 - i. Academic and Professional Training Committee (White)
 1. Executive Summary: The Academic and Professional Training Committee continues to in its various roles to support the local conference committees – helping to plan continuing education workshops for the 2019 SHA conference, promoting the workshops, organizing PR and media events for students and conference attendees, and addressing other professional training issues through blog posts on the SHA Blog. We also oversaw the 2018 SHA Student Paper Prize and continue to assist the ATPC Student Subcommittee in encouraging and promoting professional development for student and professional members of the SHA.
 - ii. Co-Publications Editor (Corbin)
 1. Executive Summary: SHA Co-publication's goals for 2018 remained on track. Currently the 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 HAS 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). We are seeing downloads coming from around the globe. Lifetime earnings for

SHA from our Co-Publications effort has reached \$72,547.06 to date.

iii. Ethics Committee (Heath)

1. No report.

iv. Government Affairs (Klein)

1. Executive Summary: SHA successfully advocated for investments in archaeology and historic preservation during the first half of 2018. Working with other organizations, we highlighted potential problems with the Administration's infrastructure policy and proposed pro-active solutions. We grew support for digitization of cultural resources data while educating and mobilizing an ever-increasing number of advocates. SHA members participated in visits on Capitol Hill during April and spoke with Members of Congress about proposed legislation re: abandoned African-American burial grounds.

v. Heritage at Risk Committee (Miller)

1. Executive Summary: The new committee is off to a good start. Members are working on sessions for the 2019 conference and a presence at the public day. In between conferences there are opportunities for members to share information from other organizations, work towards a Heritage at Risk pop up exhibit, comment on national and international drafts to include impacts to cultural resources, and grow knowledge of case studies surrounding this issue. A major focus for next year will be increasing participation in HARC activities at the 2020 conference and organizing a good international session for 2021.

vi. History (Pykles)

1. Executive Summary: The committee continues to collect and publish oral history interviews with past SHA Presidents and award recipients. Several interviews are in process, including an interview of Gary Wheeler Stone (SHA President, 1988) by Paul Huey. We also continue to provide content for the "Images of the Past" section of the SHA Newsletter, and continue to work with Mark Freeman to post new content to the SHA website and to "SHA 50 Years" online exhibit.

vii. Journal (Matthews)

1. Executive Summary: The publishing partnership with Springer is in place and working very well. *Historical Archaeology* issue 51(1) has been printed and mailed. Issue 51(2) will be printed and shipped in June, and issues 51(3) and 51(4) are in production. We expect 51(3) to be printed in October and 51(4) in December.

viii. Membership (Heath)

1. Executive Summary: The Membership Committee and the Business Office sent letters out to recruit new graduate student

members. The Membership Committee and Academic and Professional Training chairs hosted an informal meeting of graduate faculty at the Annual meeting in New Orleans. The committee plans to work on facilitating student communication during the year and especially before the annual meetings. The chair worked with the president to find a new committee chair.

- ix. Public Education and Interpretation Committee (Gidusko and Ayers-Rigsby)
 - 1. Executive Summary: The PEIC had the opportunity to meet in person at the 2018 annual meeting. Members most recently met via conference call on May 21st. Efforts are currently being directed at planning for sessions and panels for the upcoming SHA conference. Additionally, members are working to organize participation at the AEC table for the NCSS conference later this year. Work this summer will include a push to support the AEC website and encourage teachers to utilize the resources there for school year planning and a continued blog posting schedule.
 - x. UNESCO Committee (Evans)
 - 1. Executive Summary: The committee sponsored an organized session on ocean literary and archaeology, with the new heritage at risk committee during the 2018 conference in New Orleans. Micronesia and Costa Rica are the most recent States Parties to ratify, in the first half of 2018. During the recent meeting of the STAB, UNESCO announced the Decade of Ocean Science (DOS), beginning in 2020. The Secretariat for the 2001 Convention has asked all NGOs and States Parties to make recommendations for incorporating underwater cultural heritage into the events, conferences, outreach, and legislation efforts associated with the DOS.
 - xi. Website (Freeman)
 - 1. Executive Summary: The website will be promoted through social media throughout the rest of the year with a focus on the newly updated resources and student/teacher sections. Midyear traffic is 468,000 views, 102,000 excluding the bottle site. As usual there is a steep drop off after the conference. One of the top sectors was resources (10% of traffic) with the conservation section an additional 2.5%. The student teacher section is a relatively unused 2.5%. Again the rest of the website has a “long tail” with over a thousand pages getting some views.
- b. President (Warner)
- i. Executive Summary: The President was heavily engaged in a range of advocacy activities conducted in the conjunction with the Coalition for American Heritage. Given the current political climate the expectation is

that activities associated with the Coalition will continue through the calendar year. President also took steps to begin to address the ongoing issue of archiving our official records with the National Anthropological Archives as well as supported a variety of smaller issues.

- ii. Action Item:
 - 1. Proposed draft document of the Archaeological Collections Consortium relating to best practices for no collections fieldwork (full copy in Board Book) for approval; would be published in SAA, SHA and ACRA newsletters. Tabled pending additional potential edits regarding specific wording in draft document.
- iii. Approval of President's report (Brooks, Heath, unanimously approved).
- c. Secretary (Dunn)
 - i. Reviewed votes conducted via email since the 2018 conference Board meeting:
 - 1. Board vote on appointment of Dr. Kathryn Sampeck as the next editor of *Historical Archaeology*, with a term to formally begin January 2020, was conducted in January 2018. (Hayes, Ylimaunu, motion carries with 13 yeas, no nays, and no stated abstentions).
 - 2. Board vote on 2019 Conference budget conducted via email in April 2018. 2019 conference budget is represented in the Board Book. Motion approved as proposed (Mascia, Miller, motion carries with 10 yeas, no nays, and no stated abstentions).
 - 3. Board vote regarding nominations to the National Park Service's NAGPRA repatriation committee was conducted via email in June 2018. This does not imply a seat on the committee dedicated to SHA representation; instead, NPS selects three members of the committee from the pool of applicants (all nominated from relevant national organizations). Rae Gould was nominated to be added to the pool of applicants by the SHA. Motion approved as proposed (Miller, Mascia, motion carries with 10 yeas, no nays, and no stated abstentions).
 - ii. Approval of Secretary's report (Corbin, Brooks, unanimously approved).
- d. Treasurer (Mascia)
 - i. Review of May 2018 SHA Financial Statements, included in Board Book.
 - ii. Mascia presented highlights from the report.
 - iii. Approval of Treasurer's report (Horning, Miller, unanimously approved).
- e. Headquarters Report (Hutchison)
 - i. Executive Summary: Since the January Board meeting, staff completed follow up work on the 2018 Conference, mailed out second dues renewal invoices, began work on the 2019 Conference, worked with tDAR to get the conference abstracts from the 2018 conferences loaded onto the tDAR website, completed a contract with the Peabody Museum for the 2020 Conference in Boston, and prepared for the July site visit to Lisbon for the 2021 Conference.

- ii. Action Items:
 - 1. Suggestion to extend the abstract submission deadline for the 2019 conference Call for Papers to July 15, 2018. Approved as suggested (Miller, Bugarin, unanimously approved).
 - 2. Request for board to complete Conflict of Interest Forms and return to Hutchison.
 - iii. Approval of Headquarters report (Miller, Mascia, unanimously approved).
- f. Committee Reports
 - i. Standing Committees
 - 1. ACUA (reported by Meniketti, presented by Lemke)
 - a. Executive Summary: The ACUA has been active in supporting proposed marines sanctuaries, conducting workshops about underwater cultural heritage awareness and the UNESCO convention for archaeologists, helping new maritime organizations build capacity, and participating proactively at the annual meeting of the UNESCO Science and Technical Advisory Body. The ACUA continues to sponsor an international student travel grant for to assist in attendance at the annual SHA conference. The ACUA is taking the initiative in seeking a leadership role in coordinating accredited NGOs in anticipation activities supporting the IOC declared Oceans Decade (2021-2030) which will increase the international visibility of the ACUA.
 - b. Discussion of ACUA report. The line from the report re: start-up costs from Springer associated with a budget request appears to have been included in error.
 - c. Action Item: Request from ACUA committee to offer verbal support to the ACUA for exploring ways in which the ACUA can take a proactive leadership role in future UNESCO initiatives involving the accredited NGOs. Warner will follow up with the UNESCO committee re: this suggested broadening of scope and provides verbal support (Miller, Mascia, unanimously approved).
 - 2. Conference Committee (submitted by Scott-Ireton)
 - a. Executive Summary: The Conference Committee is working with 2019, 2020, 2021, and 2022 local committees on planning. The contract has been signed for the 2022 Philadelphia, PA, conference. SHA Board member Katherine Hayes is working with Andrew Robinson to prepare a proposal to host the 2023 conference in Minneapolis-St. Paul, MN. Executive Director will make a site visit to the 2021 venue in Lisbon.

- b. Action Item: Request from the Conference Committee to decide if the Conference Coordinator should pursue Minneapolis-St. Paul, MN for the 2023 conference. Board approves further exploration of Minneapolis-St. Paul as potential location for the 2023 conference (Mascia, Miller, unanimously approved).

3. Newsletter (Brooks)

- a. Executive Summary: The Newsletter has been produced to schedule. Two current research coordinators have resigned over the last month, and I will be actively looking for replacements. I have been consulting with incoming Newsletter Editor Patricia Samford since the beginning of the year. I will also meet with her during the mid-year meeting to discuss software issues. I hope that the transition will be a smooth one.
- b. Action Item: Motion that the board adopts a standing rule, under Article VIII, Section 2, of the constitution, clarifying that in Article VII, Section 3, the election is between the editors whose terms begin when the next board terms begin, as per Article VII, Section 4 (Brooks, Miller, unanimously approved).

4. Nominations and Elections (submitted by Joseph, presented by Warner)

- a. Executive Summary: The Nomination and Elections Committee prepared a list of potential nominees for Board of Directors' Review.
- b. Action Item: Request from the Nomination and Elections Committee to review and approve the 2019 provisional slate. Discussion of how to address the issue that several proposed candidates are not current on their SHA membership. Provisional slate approved for further consideration (Brooks, Reeves, unanimously approved).
- c. Motion for future elections to withdraw candidacy for individuals who are not SHA members prior to June 30 of the year they are nominated to run, which coincides roughly with when candidate statements are entered into the SHA newsletter, with an exception this year to meet a July 2 deadline (Mascia, Miller, unanimously approved).

ii. Presidential Committees

1. Awards Committee (submitted by Mullins, presented by Warner)

- a. Executive Summary: The chair will work with the Harrington nominator and medalist for 2019 on the arrangements and presentation for the award and coordinate with the SHA 2019 local conference committee

to plan for the presentation of the awards. The chair requests that the board approve the Institute for Field Research Undergraduate Conference Award.

- b. Action Item: Request to approve the Institute for Field Research Undergraduate Conference Travel Award. The Institute for Field Research funds the award. Board approves and recommends that the Awards Committee define and share criteria for selection (Dunn, Bugarin, unanimously approved).
2. Collections and Curation (submitted by Rivers-Cofield, presented by Warner)
- a. Executive Summary: The Collections and Curation Committee is currently 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. with the goal of making the Committee's page on the SHA website a go-to favorite of anyone needing help with collections. Additionally, Committee members Mark Warner, Sara Rivers-Cofield, and Julia King are working with the Archaeological Collections Consortium (ACC) to finalize and publish best practices for no-collection surveys, publish an edited volume on current issues in archaeological curation, and compile resources that can be incorporated into curricula so that collections management can more easily become an integral part of archaeological education.
 - b. Action Item: Request to consider *Best Practice for No-Collection Projects and In-field Analysis*. Tabled for further discussion after the board meeting.
3. Development (submitted by Fennell, presented by Warner)
- a. Executive Summary: Progress continues. With completion of the 50 for 50 Campaign, our focus returns to thematic fund-raising for targeted initiatives. Among other activities in the past year, the Development committee developed texts for a Newsletter advertisement and for a new web page on "legacy giving." Future fund-raising efforts can also focus on a theme of "Advocacy and outreach to enhance heritage preservation." This theme can include support for outreach to educate elected and regulatory officials on the importance of the concerns addressed in the National Historic Preservation Act.
 - b. Action Item: Request to add a Diversity Initiative donation option to the Donate web page on the SHA web site. This

would be added as a new, second heading of “Support SHA’s Diversity Initiative,” followed on the next line by a sentence of “Please enter the amount you wish to donate to SHA’s Diversity Initiative in the field below,” followed on the next line by a dollar donation field. Discussion about the requirement to clarify what “Diversity Initiative” means on the webpage where donations are made; currently, the Diversity Initiative includes anti-racism workshops and the Harriet Tubman Student Travel Award. Approved to accept with additional clarification of language for dollar distribution from committee required (Corbin, Bugarin, unanimously approved).

- c. Additionally, the Jelks Award was previously represented on the webpage and it dropped off at an unknown time. Heath will explore the option of representing that award as a separate line for donation on the webpage again.
- 4. Gender and Minority Affairs Committee (submitted by Jones, presented by Reeves)
 - a. Executive Summary: GMAC Anti-Racism (A-R)
Subcommittee continues to raise awareness about the ways our racialized identities reproduce white privilege within SHA. Subcommittee members include: Subcommittee Chair, Michael Nassaney, and the following members: Lewis Jones, Florie Bugarin, Carol McDavid, Whitney Battle-Baptiste, Paula Saunders, Cheryl LaRoche, and Kathy Ehrhardt.
 - i. For the SHA 2018 conference, we organized one anti-racist (A-R) workshop – the introductory workshop. We charged a small fee for the introductory workshop to ensure that those who sign up for the event actually attend.
 - ii. Assessment surveys were passed out to the participants of the 2015, 2016, 2017 and 2018 workshops. We are finishing analysis of that data and hope to share results soon. All responses have been extremely positive.
 - iii. We are working on other activities for the 2019 SHA conference (forums and panels) that have anti-racism implications.
 - iv. We are looking at adding in a phase three workshop to be run at the SHA 2020 meeting in Boston while running an intro and second steps workshop in St. Charles in 2019.

- b. Action Item: Request to endorse the continuation of the following: Harriet Tubman Student Travel Award, GMAC Diversity Field School competition, GMAC Mark E. Mack Community Engagement competition, GMAC Mentorship Program, and the Diversity Component of the SHA Photo Competition as regularly held, annual programs of the SHA, and as a demonstrated effort of the SHA's commitment toward achieving an all-inclusive more diverse organization. The board recognizes and appreciates the work of the GMAC and acknowledges these items as normal and routine activities of the committee; funding requests associated with this item will be included in the budget discussion.
- 5. RPA Representative Report (submitted by Hoffman, presented by Warner)
 - a. Executive Summary: The Register held its annual Board of Director's meeting at the 2018 SHA conference in New Orleans. The Register achieved two major accomplishments under its strategic plan including implementation of an updated Code of Conduct with a strong, direct, and explicit statement on harassment and the announcement of Archaeologicaethics.org, a comprehensive, searchable database of resources on ethics in archaeology. The Register currently has nine affiliated societies, in addition to the four sponsoring organizations. The Register 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 June 2018 there are 2,833 RPAs.
 - b. Action Item: Request that the SHA Board renew efforts to promote registration among its qualified members. RPA is mentioned in the President's message in the forthcoming newsletter. A recurring entry will be placed in the newsletter as a reminder to SHA membership to support the RPA.
- 6. Technologies Committee (submitted by Goddard, presented by Warner)
 - a. Executive Summary: The technologies committee has been focusing its efforts on committee membership and recruitment, technology room planning and new formats for sponsored symposiums. Future discussions about

mechanisms to provide technology training to the SHA membership is a new goal for the committee moving forward.

- b. Action Item: Request for direction/clarification about the integration of sponsorship or other mechanism to entice more technology (including potential vendors) to the technology room or other model to showcase technology. Committee acknowledges having walked a fine line between our presenters and those that are in the exhibition room, but feels the need to discuss different models to be sustainable and to better serve the technology needs of members. No current action.

6. New Business

- a. Consideration of 2019 SHA Budget (Mascia), included in Board Book.
 - i. 2019 budget review. Discussion opened (Brooks, Horning, unanimously approved).
 - ii. 2019 budget approved (Mascia, Miller, unanimously approved).
- b. Task Force on Sexual Harassment (Warner).
 - i. Discussion of options for charges for the task force, including statement of responsible conduct and consideration of behavior of membership at conference. A smaller group will meet after the board meeting to consider additional options and avenues.
- c. Other Business
 - i. UNESCO (Warner). Warner will talk with UNESCO committee about including terrestrial sites among existing focus on underwater sites and encourage continued coordination with the Heritage at Risk Committee.
 - ii. National Anthropological Archives (Warner). Warner and Freeman visited the archives recently, where the SHA collection includes over 70 boxes of institutional records, many of which are duplicative. The archive is not presently equipped to manage digital data. There is a significant amount of work to be done to process, index, and manage materials presently curated.
 - iii. Society for Black Archaeologists (SBA) (Reeves). Discussion of including information about SBA in SHA conference program, including sponsored sessions and meeting time and location; the possibility of inviting a special guest to participate in a session or panel discussion with sufficient planning to be approved on a case-by-case basis; and potential relationship or partnership between SBA and SHA. The board recommends that the SBA define their goals as a relatively new organization and propose a collaborative agreement.
 - iv. Website (Freeman). The SHA website will be providing chat and forum options, which are anticipated to be particularly useful around proposals to and attendance at conferences; these will only be available to current

members and will not be anonymous. Long-term goal is to foster community within the organization through an electronic medium.

- v. Ethics statement (Miller). Miller is serving on a committee for SAA on revising their ethics statement and is interested in resources available from SHA board members.
- vi. Potential joint mini-conference with the Society for Post-Medieval Archaeology in Plymouth, Massachusetts in 2020 (Heath), with themes centering on colonization and the Atlantic world. Heath has talked with relevant groups including the Council for Northeast Historical Archaeology. Recommendation to discuss options further with potential partner organizations.

7. Adjourned at 3:02 (Mascia, Dunn, unanimously approved).