

MINUTES
SHA Board of Directors Meeting
St. Charles Convention Center
January 9, 2019
St. Charles, Missouri

1. Call to Order – 8:33 a.m. in Embassy Suites Windsor 1
 - a. Board Members Present: Barbara Heath, Mark Warner, Sara Mascia, Mark Freeman, Sarah Miller, Timo Ylimaunu, Marco Meniketti, Flordeliz Bugarin, Matt Reeves, Katherine Hayes, Annalies Corbin, Audrey Horning, Shannon Dunn
 - b. Also present: Karen Hutchison, Nicole Grinnan, Lisa Fischer, Patricia Samford
2. Approval of Agenda (Dunn, Mascia, unanimously approved)
3. Announcements
 - a. Report from current conference chair, Steve Dasovich: 637 current registrations. Shutdown of federal government affecting attendance of around 80 registrants.
 - b. Seeking volunteers for workshop with Kate Clancy, bioanthropologist, about harassment issues in the discipline.
 - c. Samford noted how generous Alasdair Brooks has been with his time in the process of rotating off the position of newsletter chair.
4. Consideration of Draft Minutes from June 30, 2018 Board of Directors Meeting. (Corbin, Heath, unanimously approved)
5. Reports
 - a. Consent Agenda (Corbin, Ylimaunu, unanimously approved)
 - i. Academic and Professional Training Committee (White)
 1. 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 2019 SHA conference and promoting the workshops and other professional training issues through blog posts on the SHA Blog. Also oversaw the 2019 SHA Student Paper Prize and assisted the APT Student Subcommittee in encouraging and promoting professional development for student members of the SHA.
 - ii. Awards Committee (Mullins)
 1. Executive Summary: The Awards Committee chair will select the 2020 Harrington Award winner in St. Charles and coordinate with the 2019 winners for the *Historical Archaeology* biography submissions.
 - iii. Co-Publications (Corbin)
 1. Executive Summary: SHA Co-publication's goals for 2018 remained on track. Currently SHA has co-publications agreements with the University Press of Florida, University of Nebraska Press, Springer Press and is working with the University of Tennessee Press, the University of Alabama

Press, and the SAA 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). We are seeing downloads coming from around the globe! Lifetime earnings for SHA from our Co-Publications effort has reached \$75,284.65 to date.

iv. Collections and Curation (Rivers-Cofield)

1. 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. for publication on the SHA website. 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 government agencies. This group continues to compile and publish best practices on a variety of collections issues.

v. Conference Committee (Scott-Ireton)

1. Executive Summary: The Conference Committee is working with 2020, 2021, and 2022 local committees on planning. A site visit was made by the Ex Dir to inspect the 2021 venue in Lisbon. SHA Board member Katherine Hayes is working with Andrew Robinson to prepare a proposal to host the 2023 conference in Minneapolis-St. Paul, MN. Conference Coordinator and Executive Director will make a site visit to Minneapolis-St. Paul in spring 2019 to determine options for conference venue.

vi. Development (Fennell)

1. Executive Summary: Progress continues. In addition to the recent 50 for 50 Campaign, focus is mostly on thematic fund-raising for targeted initiatives.

vii. Ethics Committee (Heath)

1. Executive Summary: The Ethics Committee worked with the student ethics bowl organizers to draft scenarios for the 2019 Ethics Bowl to be held at the annual meeting in St. Charles. Four scenarios were submitted for the competition. The committee chair discussed the SHA sexual harassment policy with the chair of the Southeastern Archaeological Conference (SEAC) Task Force on Sexual Harassment and Assault. That organization was interested in learning about SHA's policies for the reporting of grievances. We agreed that an intersociety meeting to discuss how grievances are resolved is warranted.

viii. Government Affairs (Klein)

1. Executive Summary: Working with the Coalition for American Heritage, the SHA successfully advocated for archaeology and historic preservation during 2018. The Coalition used public comment periods to inform the Administration of how regulatory changes could harm America's archaeological resources; wrote to Congress and provided testimony on behalf of legislation we support; continued working with Members of Congress to introduce legislation on abandoned African-American burial grounds; grew support for digitization of cultural resources data while educating and mobilizing an ever-increasing number of advocates; and embarked on new efforts aimed at empowering our members, including the creation of a database for advocacy.
- ix. Heritage at Risk (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.
- x. 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 interviews with Gary Wheeler Stone (SHA President, 1988) and Henry Miller (SHA President, 1997) by Paul Huey. We also continue to provide content for the "Images of the Past" section for the SHA Newsletter, and continue to work with Mark Freeman to post new content to the SHA website and to the "SHA 50 Years" online exhibit. It appears that we will be asked to play a larger role going forward in archiving photos and other memorabilia from previous annual meetings. We are happy to assist with archival matters, but need further direction from the Board in order to proceed.
- xi. Journal (Matthews)
1. Executive Summary: *Historical Archaeology* is now published by Springer, which printed and mailed the first three issues of Vol 52 on time. Vol 52(4) will be mailed before December 31. Content for all issues in Vol 53 is in hand. Submission to the journal are slightly higher than in past years. The incoming journal editor, Dr. Kathryn Sampeck, will begin to serve as co-

editor with Chris Matthews in January 2019 and take over as editor in January 2020.

xii. Newsletter (Brooks)

1. Executive Summary: Incoming Newsletter Editor Patricia Samford will need to fill three current research coordinator positions. I have been consulting with Tricia since the beginning of 2018.

xiii. 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 continue to provide blog content to the SHA website focusing on public outreach issues and ideas. At the upcoming meeting, the PEIC will sponsor a session focused on public archaeology issues and learning from our past mistakes in archaeology. The session is, "Finding Some Good in the Bad and the Ugly: Critical Views and Lessons-Learned from Public Archaeology and Outreach Programs." Outside of the annual meeting committee members have been involved in the Day of Archaeology, International Archaeology Day, and the Archaeology Education Clearinghouse. PEIC co-chairs provided input into all activities. Co-chair Kevin Gidusko set up an online forum for members to communicate regularly about issues related to public archaeology. Committee Member John McCarthy represented SHA at the National Council of the Social Studies annual conference in Chicago, Illinois.

xiv. RPA Report (Hoffman)

1. Executive Summary: The Register will hold its annual Board of Director's meeting at the January 2019 meeting of the AIA in San Diego, California. 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 December 2018 there are 3,174 RPAs.

xv. UNESCO (Evans)

1. Executive Summary: The committee co-sponsored a conference session on ocean literary and archaeology as part of

the 2018 SHA conference program in New Orleans; Heritage at Risk was the other co-sponsor. The Chair participated in the Scientific and Technical Advisory Body meeting in spring 2018, sat as an observer for the UNITWIN network meeting immediately following the STAB. Several US universities with graduate programs focused on UCH are in the Network (e.g., ECU, TAMU). SHA may want to consider whether mentoring, international student involvement, or other opportunities should be pursued with the network. SHA student travel awards have been promoted, and the 2021 Lisbon conference announced. Most of the committee's efforts in 2018 focused on development of the NGA Working Group (including participation in an NGA meeting in December 2018) and planning for the UN Decade of Ocean Science (2021-2030).

b. President (Warner)

- i. Executive Summary: I continued to be engaged in a range of advocacy activities conducted in conjunction with the Coalition for American Heritage. I also began an initiative to track public engagement on a society wide level and worked with Mark Freeman to develop a draft checklist for archiving SHA administrative records on an annual basis. Also continued work to address sexual harassment issues associated with the organization. Continued to provide support/guidance as needed on a variety of smaller issues.
- ii. Requested approval of Best Practices for No-Collection Projects and In-field Analysis in the United States, a document authored jointly by the Archaeological Collections Consortium, which includes representatives from Society for American Archaeology, the Society for Historical Archaeology, and the American Cultural Resources Association. (Mascia, Reeves, unanimously approved.)

c. Secretary (Dunn)

- i. Reviewed votes conducted via email since the June 2018 Board meeting.
 1. Board consent sought in July 2018 by Mascia via email for a corporate resolution to set up a new investment account for the Harriet Tubman Student Travel Grants Fund. Via email, 10 board members indicated their support, no board members indicated no support.
 2. Board vote in August 2018 for SHA supporting the Global Climate Action Summit and the proposed Climate Heritage Network. Via email, Hayes moved, Corbin seconded; motion carried with 9 votes for and no votes against.
 3. Board vote in September 2018 for SHA to support the SPMA/CNEHA conference celebrating the 400th anniversary of the founding of Plymouth Colony in 2020. Via email, Mascia

moved, Corbin seconded; motion carried with 12 votes for and no votes against.

- ii. No action items.
- iii. Secretary's report approved (Mascia, Horning, unanimously approved).
- d. Treasurer (Mascia)
 - i. Review of November 2018 SHA Financial Statements. Included in Board Book.
 - ii. Mascia presented highlights from the report and the voluntary audit, included in Board Book. Audit approved (Corbin, Reeves, unanimously approved).
 - iii. Discussion of impact of the federal government shutdown to the conference.
 - iv. No action items.
 - v. Treasurer's report approved (Horning, Miller, unanimously approved).
- e. Headquarters (Hutchison)
 - i. Executive Summary: Since the mid-year meeting, staff has worked closely with the SHA 2019 Conference Committee on all aspects of conference planning and execution. 2019 dues renewals were mailed out in early October, and the dues renewal process is ongoing. Staff also facilitated the completion of the SHA 2017 financial audit and traveled to Lisbon for a site visit for the SHA 2021 Conference.
- f. Committee Reports
 - i. Standing Committees
 - 1. Advisory Council on Underwater Archaeology (Meniketti)
 - a. Executive Summary: The ACUA has been actively engaged all year in professional development by offering workshops on underwater archaeology at the conference of the Society for California Archaeology and by promoting Underwater Cultural Heritage protection; by developing and launching a mentoring program matching students with professionals, and taking a leading position on the issues of gender equity and harassment in the discipline. ACUA continues to be active in UNESCO and the 2001 Convention on UCH and will be advancing the agenda of the UN Decade of Ocean Science 2020-2030, particularly through coordination with other certified NGOs. ACUA continues to provide opportunities for international student travel to the SHA conference, sponsor the annual photography competition and calendar at the SHA, and monitors the ethical actions of museums regarding materials obtained from underwater archaeological sites through committee action.

- b. Meniketti presented highlights of the ACUA's work over the past year, outlined in the report.
 - c. Action Item: Requested that SHA endorse ACUA's pursuit of a leadership role in the UN Decade of Ocean Science 2020-2030. Approved (Mascia, Bugarin, unanimously approved).
 - 2. Nominations and Elections (Joseph, presented by Mark Warner)
 - a. Executive Summary: The Nomination and Elections Committee prepared a slate for election in 2019 for terms beginning in 2020.
 - b. Discussion of methods and opportunities to diversify and potentially expand pool of candidates, in part by increasing communication among committees.
 - c. Action Item: Approval of slate of nominated candidates (Mascia, Reeves, unanimously approved).
 - 3. Website (Freeman)
 - a. Executive Summary: Traffic to the website continues to climb with over 300,000 (60,000 non-bottle) visitors this year, though the number of views is down at 995,000 (216,000 non-bottle). Clearly the bottle website continues to dominate traffic. Conference and membership pages have the highest activity, though several of the resources pages rate in the top 25 (20th-century-artifacts/burial grounds/artifact cataloging), and the job board had 2780 page views (11th highest). The blog had 13,643 views (ceramics identification, current topics and battlefields recovery being the top 3 posts). Facebook has 7,117 followers (up from 6,742) and is increasingly active.
 - b. Discussion of challenges encountered in the past year, including technical support for website and blog post submissions.
 - c. Action Item: Social media position, which is a presidential appointment, needs to be filled and may need better definition of responsibilities and expectations. Tabled until the January 12 Board meeting while the previous position description is located.
- ii. Presidential Committees
 - 1. Gender and Minority Affairs Committee (submitted Jones, presented by Reeves)
 - a. Executive Summary: The GMAC will reconvene at the 2019 meetings. Updates will be shared regarding our many ongoing projects. Short- and long-term objectives will be developed, and steps will be made to continue work on successful endeavors. We plan to discuss

among other topics: 1) objectives regarding anti-racism and diversity projects; 2) proposals for new GMAC projects; 3) further development of the GMAC website; 4) the progress of ongoing competitions; 5) establishing a sub-committee to organize the 2020 Diversity conference excursion; 6) promotion of LGBT inclusivity and people with disabilities; and 7) development of a phase three anti-racism program for the 2020 Conference in Boston. These initiatives were designed to encourage diversity in the SHA membership.

- b. Action Item: Requested continued support for the GMAC programs and competitions: 1) GMAC Harriet Tubman Student Travel Award for two students to attend the SHA annual meetings; 2) GMAC Diversity Field School Competition; 3) GMAC Mark E. Mack Community Engagement competition; 4) GMAC Mentorship Program; and 5) the Diversity Component of the ACUA Photo Competition. Board indicates support of these ongoing programs.

2. Technologies (submitted by Goddard, presented by Kat Hayes)

- 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. Ongoing discussions of technology resources for the website are underway. Future discussions about mechanisms to provide technology training to the SHA membership, and seeking opportunities with the Student sub-committee is a new goal for the committee moving forward.
- b. Action Item: Search for a new Committee Chair and provide direction from the board. Tabled until after the subcommittee meeting at this conference.

6. Old Business

- a. No old business.

7. New Business

- a. SHA Archival Procedures.
 - i. Reviewed and discussed draft checklist for annual submission to the National Anthropological Archives. Revised to include newsletter among digital materials to be submitted.
 - ii. Draft approved (Reeves, Bugarin, unanimously approved with revision noted).
- b. Proposal for collaboration between *William and Mary Quarterly* and *Historical Archaeology* from Katie Sampeck to foster interdisciplinary

collaboration. Item presented here as informational prior to consideration of the proposed cost at the SHA budget meeting.

- c. Conference issues.
 - i. Establishing “late breaking sessions” at SHA Conferences.
 - 1. Conferences for other professional organizations, including AAA and SAA, have topical forums to address relevant issues that arise after proposal submission deadlines. Discussion of how this could be achieved at future SHA conferences. General support for the idea.
 - ii. Challenges with off site, Thursday evening receptions at SHA Conferences.
 - 1. These events are traditional but are not required and are rarely profitable. Will communicate to future conference committees that a Thursday night event is not mandatory to plan. May set price cap for tickets on the event to minimize loss to SHA budget.
 - iii. Challenges with conference organization.
 - 1. Discussion of role(s), responsibilities, and expectations of conference committee. Management team is taking on increasing responsibilities for conference planning, with volunteers completing less work for conference planning and organization. Many of these tasks fall outside of the work contracted by the management team.
 - iv. Questions about childcare and accessibility at the 2020 conference in Boston.
 - 1. Conference committee noted creation of the Chair of Accessibility and Inclusion and a desire to provide childcare at the conference, though no additional funding has been requested.
- d. Board committee liaison assignments.
 - i. Miller and Ylimaunu cycling off of the board and off of committee liaison responsibilities.
 - ii. Fischer will become liaison for Collections and Curation Committee; Grinnan will become liaison for the Academic and Professional Training Committee.
- e. Miller’s appointments.
 - i. Miller is cycling off of the board and has three external appointments – Heritage Emergency National Task Force, Coalition for Archaeological Synthesis, and the Climate Heritage Network – which she is willing to continue but noted that the board may prefer to have a board member in those positions.

8. Adjourned at 3:06 (Mascia, Miller, unanimously approved).

Approved June 29, 2019.