

**North Carolina Archaeological Society
Board of Directors Meeting
January 21, 2001, 1:00 p.m.
Research Laboratories of Archaeology, Chapel Hill, NC**

Attendance: Linda Hall, Steve Davis, Jane Eastman, Ken Suggs, Shane Petersen, Mickie Vacca, Jane Brown, Randy Daniel, Bill Conen, and Linda Carnes-McNaughton.

Meeting called to order at 1:00 p.m.

The Secretary handed out minutes of October 28, 2000 meeting for review.

The President welcomed new board members, Jane and Shane.

Old Business:

After a brief review the October 28 minutes, Jane moved to approve them and Randy seconded the motion. Minutes accepted.

Treasurer Bill Conen submitted a report for the board to review. He submitted additional recommendations (per request) for endowment funds investments. Bill pointed out that there are three spectrum funds. His recommendations are to place \$4,000 in each of the "income" and "growth" funds at his time, and keep the remaining funds in "certificates of deposits" at the local NCSECU (with a current return of 5%) for the next 6-month period. Ken asked about the nature of the growth and income funds and Bill replied they are not international, but local stocks and funds. He further pointed out that these recommendations are compliant with the requests from the EAC (and guidelines, part 10, adopted by the NCAS board on May 20, 2000 – see previous minutes). Bill further clarified it can be added to on monthly increments. At present, if the two \$4,000 installments go to Growth and Income funds, then the remaining \$11,936.28 will stay in the COD fund. Notification for closure is 24-hours with no penalty. The board agreed the COD was a good investment. Ken suggested the Money Market might be a better way to invest. Bill reiterated he is presenting this data at the request of the EAC and per accepted guidelines. Steve pointed out that investment shares fluctuate everyday and a long-term fund is most desirable. Steve motioned to approve the recommendations by the Treasurer based on approval by the EAC committee. Following subsequent discussion regarding the spending cycle of the endowment and the fact that no recipient has yet to be identified, Steve withdrew the motion. Mickie suggested that we wait on this decision until the spring meeting to find out if there is an approved recipient. Steve suggested the EAC reevaluate their decision to invest at this time. This was made into a motion by Steve that the EAC re-evaluate their desire to invest in growth and income funds at this time and monitor the market situation. Jane seconded the motion. All approved the motion. Steve will notify Vin as to the board's recommendation to wait.

The Treasurer's report continued with an annual assessment. The cost of the fall meeting was itemized and some discussion followed. Steve pointed out that the cost of printing

was very different from the initial estimate and hopefully the cost of printing will continue to decrease as technology improves on production (handout available). Several factors were mentioned for the decrease from \$2700 to \$1300. The newsletter was sent with the journal, which saved on mailing. The membership is generally less, having dropped from 625 to about 450 members. So we have fewer packets to mail, but the cost of mailing now appears to be increasing. Treasurer's report was motioned to accept by Steve and seconded by Randy. The motion carried.

Steve then presented the Editor's report. He submitted a handout for the board to review (see attached), which outlined the statistics of printing and mailing the past eight volumes. The chart was examined and discussed. Steve is now asking for articles for the next volume (# 50). He has so far received one article and one book review. Mickie suggested that we solicit requests by some way other than email, since some members may not have email but would be willing to submit articles. The board members all agreed we need to do more to encourage non-professionals to submit materials. The past newsletter contained tributes to Dr. Coe. It was pointed out that extra copies of this newsletter be sent to Mrs. Coe. The secretary will make sure those get sent next week.

Randy reported on behalf of the EAC, that there was no action to report other than the recommendations previously discussed by the treasurer for investment options. A notice for RFP will appear in next newsletter. Jane Brown asked if donations could still be made to the EAC. The answer was yes and noted that contributions are tax-deductible. There was no word on how many, if any RFPs had been received. Steve will notify Dee to include the RFP (as approved by the board) in the next newsletter.

New Business:

Mickie began discussion about preparation of a handout regarding the state's burial laws. She would like to see a copy in every Register of Deeds office throughout the state. Mickie read a draft letter to us that she is preparing and which will accompany flyers to be posted in the ROD offices. She mentioned that the NCAC agreed to tag-team with us on getting this done and the flyers prepared and distributed. The NCAC could be asked to pay for cost of mailing and printing. Randy suggested that we include a contact person in OSA or other appropriate agency if more information is needed. Paul Webb, with NCAC, said the brochures regarding the state's burial laws needed to be updated and the laws reviewed. Bill mentioned an article he'd seen which stated that DOT will "do better to identify the unmarked cemeteries." Jane Eastman mentioned effective venues would be deed and census record offices. A title should read "ATTENTION" then state the purpose and provide relevant information. Jane B mentioned grave destruction (or potential for) should be put somewhere in the top of the flyer. Mickie will try to get it in a final form by the next meeting and ready for distribution.

Next there was discussion about the spring meeting and possible venue. The offer made earlier by Tom Beaman to host it in Wilson had been withdrawn. The board discussed various options and it was suggested that we approach the archaeologists with Fort Bragg to see if they could host it in Fayetteville. The secretary and president will make inquiries

to that purpose, for possible date of May 19. Town Creek Indian Mound, and Archie Smith will host the fall meeting. A possible date for the fall meeting is October 6, 2001. There was some discussion about the desire for a bus tour at the fall meeting.

Mickie mentioned there was still a possibility of a workshop on education, jointly hosted by the NCAC, for sometime in the spring.

LCM provided a brief update on the poster. A total of \$2,248.50 had been received for printing. The images and text are nearly complete and we hope to have the poster ready for the spring meeting (May ?).

LCM presented the second NCAS mug offer and two examples from the potter, Allen Walton. These are in blue glaze with the same logo. The cost will be the same, \$5 per mug that we will sell for \$10 each. If possible, the next order may include a smaller logo to put on the "pot-bellied" style mug. These can be available for sell at the spring meeting. Randy motioned to accept the mug offer. Bill seconded and the motion carried. LCM will notify the potter to begin production.

Ken began a discussion about the lack of contact among the membership and what can be done to improve communication and increase membership. He referred to the 1984 survey that was prepared about distribution of membership. He wishes to stimulate greater interests and find out what members want from their society. Bus Tours were discussed a popular activities. Mickie asked for additional suggestions. Ken wants to prepare another questionnaire to include in the membership renewal mailing. Steve pointed out that the past president, Bob Graham, had conducted a similar survey in the early 1990s (?). Mickie asked that we contact members that have lapsed more than one year and try to get them to come back to the society. Ken to contact Dee and get out something out in the spring mailing.

Jane Brown asked how to get copies of the new brochure. We told her to contact Dee Nelms at OSA and she could mail her some for distribution in the western region. Ken asked that Dee include a copy of the new brochure in the next newsletter mail out. That way current members could help get the word out to others. The cost of mailing could prohibit this however.

Shane asked about the state fair and if a sponsor had been identified. He also suggested that we consider having a logo/banner designed for use at the fair and other events. Mickie asked Shane to pursue this idea and report back to us at the spring meeting.

Shane asked about events related to Archaeology Month and LCM gave a history of Archaeology Month and past activities.

A motion to adjourn was made by Ken and then seconded by Jane Brown. The motion carried and meeting was adjourned at 3:00 p.m.

These minutes respectfully submitted by,

Linda F. Carnes-McNaughton, Ph.D.
Secretary, NCAS