

**North Carolina Archaeological Society
Board of Directors Meeting
May 22, 2005, 1:00 p.m.
Office of State Archaeology, Raleigh, NC**

Attendance: Dee Nelms, Tom Oakes, Linda Stine, Tom Beaman, Paul Mohler, Brian Overton, Steve Davis, Bill Conen, Linda Carnes-McNaughton

The president called the meeting to order at 1:05 p.m.

Old Business:

The minutes of August 15, 2004 BOD meeting were presented for review, the BOD having received copies via email. LCM asked if all board members were receiving their minutes OK by email. The response was affirmative. Beaman then asked for any corrections or changes and as there were none, he called for a motion to accept the minutes as recorded. Conen so moved and Oakes seconded. The minutes were accepted. LCM will forward the digital version to Davis for electronic archives. As there was no BOD meeting at the Fall 2004 NCAS meeting (at the NCPC), there were no minutes to approve.

Then the president recognized Bill Conen to present the quarterly treasurer's report (see handout attached). Conen noted the money market is considered part of the operating fund and both are holding steady at present. He stated we can spend up to \$10,000 if needed. Currently we have 341 paid members. Nelms sent the second reminder notice out to stragglers last week as membership is down from 375 members last year at this time. She stated the trend is usually an increase at the Fall meeting. Oakes asked how many members were schools. Nelms replied none to her knowledge. It was noted that the EAC fund for Boudreaux's award last year needed to be deducted now from the endowment fund total for an accurate account. There was a total loss in accounting of 35 cents. Nelms mentioned that no one at the RLA or EAC had contacted the treasurer to transfer the grant amount until after the cycle had lapsed. LCM made a note to contact the EAC co-chairs and remind them of their duty to keep our treasurer updated on grant fund dispersal. LCM asked if Davis can get an article from the past recipient (Boudreaux) for inclusion in the next newsletter or the NCAS Journal (per requirement of the grant award). Davis asked how much was the endowment generating in profit on the money market. Conen replied the first year was about \$1000 (\$962) but that had slowed down to \$386 or so last year. He recommended we research another market for generating more profit in the endowment. Stine motioned to accept the treasurer's report and Mohler seconded it. The motion carried.

Davis then presented the Editor's report and stated that there was not much new to report. He currently has two articles for the next issue and one promised for another. He has recently completed posting all newsletters on the webpage. And, as reported in the last BOD meeting, he has posted back to April 1998. They can be accessed at

<http://www.rla.unc.edu/ncas/minutes>. There was no progress to report on the access of minutes from 1991-1996 from Vin (too busy at present to get them).

Boudreaux will be contacted by Davis to solicit an article for the NCAS journal on his grant research and this year's recipient, Lance Green, is moving but will still be working on his degree. An article from his research will be forthcoming. Conen asked why was his grant fund listed as \$990 and not \$1000; no one knew the answer to this query.

New Business:

Beaman reported that he had contacted Daniel and Ewen at ECU who agreed to host the Fall meeting of the NCAS on Saturday, September 24, 2005. The meeting theme will be focused on historic and prehistoric cultures at land and sea and serve as the kickoff of Archaeology Month in October. They will also open their new laboratory facilities for tour. Davis motioned that the NCAS BOD accept ECU's offer to host the meeting on that day. Nelms seconded and the motion carried unanimously. Beaman also reported he contacted the NCAC president, Dan Cassidy, to invite them to join the NCAS at the Fall meeting. The NCAC has agreed to host the Friday night reception at the Fall meeting. LCM reminded the BOD that for special meetings, the NCAS can spend up to \$750 without seeking prior board approval if needed.

Overton then presented his background research on plans to update the membership brochure. He handed out a summary of costs and estimates for production with size and color variable. Discussion followed as the BOD examined the various options. He presented options for 2 and 4 color combinations and paper quality. The last printing was \$320 for 5000 quantity in a single color. He handed out examples of paper quality and options based on budget constraints. The BOD agreed to up the cost to \$1000 and try for a nicer, updated brochure. The content for brochure text will be put on a PDF file for easy reprint. Overton's recommendation was for a simple 1 or 2 color format for mass handouts, like we would distribute at the State Fair booth, and perhaps a higher quality brochure for special events. Distribution of the new brochure was then discussed and it was agreed to place a new brochure in the packet with the year-end journal and post it on the webpage. Overton's wife, Bonnie, is a professional graphics artist and has volunteered her time to help him put together the NCAS brochure layout. She recommended we go with a textured paper and less color to cut cost and still get a nice product. Her suggestion was a 70-85 lb. paper for handouts with maybe a 2-color option. Beaman asked who is our "target" audience. Davis recommended the 2-color option. Some of the text will remain the same, and the projectile point chart is likely to remain based on popularity. Size was discussed and most agreed the 8.5 by 14 size would accommodate the chart and text needed. Overton agreed to have a mock-up ready for board review by the next meeting in August. The BOD will approve the design and vote on funding at that meeting. Davis recommended that we drop the mailing panel and use the space for another panel of text if needed, because generally these are handed out and not mailed. Beaman suggested that we use images of early excavations from the RLA archives, and Davis agreed to help find some photographs for that purpose. The BOD discussed using images of all aspects of NC archaeology, e.g. nautical, prehistoric and

historic archaeology. Overton will get new estimates for quantity and production based on the board's discussion today. He will send out text changes via email for review ahead of the August meeting. A cost of \$1000 was given for the estimate to spend on the new brochure but final cost will be reviewed. The BOD targeted a completion date of the new brochure to be before Archaeology Month in October. The BOD commended Overton for his hard work and research to get this done and acknowledged the contribution of his wife, Bonnie.

Mohler then asked if there would be a newsletter before the August meeting. Nelms explained that the next issue was scheduled for distribution by the end of July with a cutoff deadline for entries as July 15. She planned to combine the Spring and Summer issues into one which will include the Fall meeting venue and reservation information.

Next, the president asked for an update on the State Fair Booth. Shane Petersen has been tasked with spearheading the SF committee. Nelms explained that the NCAS has already paid for the booth rental (which was due in March), and she will give him the list of names of past volunteers. LCM presented the results of her efforts to recruit the U.S. Forest Service as a sponsor, which was unsuccessful. She then presented another option of the NCAS hosting the booth one more year with a theme of public outreach and Teaching Archaeology. Instead of cases of artifacts, the materials on display will be texts, handouts, programs, and any other "freebies" from national, state, and local organizations targeted at Teaching Archaeology. She asked Davis to help her apply for the annual SEAC \$1000 grant available for such purposes. She will check on the application schedule. She will ask SHA and SAA and SEAC for free materials to be distributed at this booth. There was some general discussion about volunteers and sponsorship options. Nelms expressed concern about the decreasing commitment of volunteers and the challenge to get people to help and show up. Davis stated that the Teaching Archaeology theme was a good fall back but it didn't relieve the problem of lack of commitment by members and agencies. The total cost if the NCAS sponsors it again this year will be about \$1300 (to include passes and rental fee). Peterson will contact some contract agencies in the state to see if they would be willing to pay their techs for an 8-hour day to work at the fair booth. This option could guarantee staffing of the booth with less people. One suggestion was to have additional freebies for handouts at the booth, e.g. pencils, bookmarks, and such with the NCAS logo on them. Stine suggested we check the *LearnNC* webpage for further contacts and links. Beaman moved that we go with Plan B as suggested by LCM for the NCAS to host the booth with a Teaching Archaeology theme. Davis seconded the motion and after a vote, the motion carried. LCM asked about involvement with Brett Riggs as he is state organizer for Project Archaeology Workshop for teachers. Davis said he would discuss this with Brett. LCM suggested we print a smaller banner (to accompany the NCAS banner already used) to say something like TEACHING ARCHAEOLOGY. Overton said Bonnie can provide us with an estimate for that cost as well. Mohler has some information on bookmarks already.

Mohler then presented his progress on plans for Archaeology Month. The AM committee is composed of Beaman, Mohler, Max Freeze, Mary Scism, and Mathew Thomas. He mentioned there were others interested in helping and some response from

the Asheville area, but no response from Wake Forest and Old Salem communities. He mentioned that there were 2 exhibits being planned for the month and one of those was by WF students. He sent out over 900 inquiries and got back 40 responses. The 40 responses cover the entire state geographically. He asked the BOD to decide on a theme for the event and poster. Stine said she would try to contact the WF group as well as other groups in the Piedmont area to solicit their participation. Mohler then distributed a sheet with various suggested names, themes for the poster and project. After some discussion and elimination the BOD decided on "Lessons From Our Legacy" to be the theme for the poster and Archaeology Month. This would be in keeping with the Teaching Archaeology theme of the state fair booth as well. Mohler put it to a motion and Conen seconded the move which carried after a unanimous vote of approval. Mohler will have a mockup of the poster for BOD approval at the next meeting. Davis agreed to help select an appropriate image(s) for inclusion. Finally, Beaman agreed to talk to state archaeologist, Steve Claggett, to get a governmental proclamation made for Archaeology Month. Nelms mentioned it may be too late for this, but she would inquire. Mohler also asked about webpage links to include with the calendar of events which he showed the BOD. Poster layout will be ready for BOD approval at the August meeting. He reported the NCDCCR will also include the NCAS Calendar of Events on their webpage for October and the Commission of Indian Affairs will be included in the calendar of events.

As part of the Archaeology Month several special events are planned. Oakes mentioned the planned dig scheduled for a long weekend on a site located near the coast. He is working with Joe Herbert and the ECU folks to provide support and personnel. The site is called the Twiddy Site, located in Currituck County, and is currently being damaged by erosion. He described the background of the site and his involvement with rescue efforts. The owner and developer have agreed to support the archaeological weekend event. Herbert has suggested this Woodland site could be stratified and important. So far, 150 points have been recovered from the site. The property will be subdivided for house lots soon. He stated that Herbert would like to use this site to springboard more research in this area. Another early site was recorded by Phelps, so the area has good potential for additional research. Accommodations are not yet known, but the local historical society has offered a small cottage for weekend workers. The date for this event is scheduled for October 13-16, Thursday through Sunday. The developer asked for a valuation statement for his tax write-off. LCM presented an update of caution for project and Vin's response to Herbert's query re: the tax valuation (see attached). Basically there is no precedent for NCAS to accept collections as donations, so the ECU lab will be asked to receive these materials. And Vin stated that there is ample precedent for using the cost of recovering a collection as the basis for an appraisal, that the NCAS is not an appropriate appraiser for such due to the conflict of interest the situation presents. The BOD asks that Herbert present more concrete plans (re: curation, research design, costs, accommodations, and other details) to the board at the August meeting. Fort Bragg and ECU have agreed to provide support thru services and use of needed equipment. LCM will ask Herbert to attend the August BOD meeting.

Stine has agreed (see previous minutes) to accept the Profiles section of the newsletter and will pick the next candidate soon. She will contact Covington to ask about his list of potential “targets.” Bill Terrell was one suggestion made to the board.

Beaman then mentioned the upcoming elections and need to reinstitute the Nominations Committee. Two board members (Stine and Mintz) will vacate their positions and a new president-elect will need to be found. Nelms agreed to chair the NC, which includes Robinson and Mintz. A slate of candidates will be presented to the BOD at the next meeting if possible.

LCM then discussed a national organization she and Smith met at the Society for American Archaeology meeting in Salt Lake City in April. This organization, called the Council of Archaeological Societies, a network of other state archaeological societies who share information, web data, and meeting booth at national events. It is made up of local societies that have a membership of over 100 people with a constitution and bylaws in place. Annual cost is \$30 and the NCAS will receive recognition, networking, and newsletters. We will also be invited to participate in the COAS booth at the next SAA meeting. Beaman made a motion that the NCAS join this organization. After Davis’ second, the vote was unanimous and carried. LCM will do the necessary paperwork for our membership to this national council.

As no additional new business was brought to the board, a motion was made by Davis to adjourn and seconded by Oakes. The meeting adjourned at 3:45 p.m.

These minutes respectfully submitted by,

Dr. Linda F. Carnes-McNaughton, RPA
NCAS Secretary