

**North Carolina Archaeological Society
Board of Directors Meeting
January 26, 2014, 1:30 p.m.
Office of State Archaeology, Raleigh**

Attendance: Linda Carnes-McNaughton (LCM), Steve Davis, Tom Beaman, Theresa McReynolds (TM), Dee Nelms, Daryl Armour, Charles Heath, David Cranford, Hannah Smith.
Absent: Tony Boudreaux and John Krebs

Meeting called to order at 1:53 p.m.

President McReynolds welcomed new members and offered introductions. Theresa introduced her new son, Stefan, our youngest visitor of all times.

Old Business:

The Secretary distributed BOD minutes from 28 June, 2013 BOD meeting for review. Two typos were noted, and then Davis made a motion to accept the minutes, seconded by Nelms. Minutes were approved by BOD.

The Treasurer distributed his financial statement for the quarter for the BOD to review. LCM offered some explanation for particular categories to the new members so they could better understand those line items. It was noted that one National Register nomination packet remains incomplete at this time, so those funds remain on the balance sheet. Nelms offered to inquire about the status of the NR form with Dr. Eastman. There was also a brief discussion about the \$2500 given to the NCAS for completion of the Twiddy Site public outreach product. Since most of it was done without direct cost, the BOD agreed we should move it into a designated category. Nelms offered a motion to move at least \$2000 of it directly into the Whitey Graham Endowment fund to be used for education purposes, and place the other \$500 into the general operating fund to cover payout for the previous EAC award winner (Taryn Ricciardelli). Heath seconded this motion and the BOD voted to approve it, unanimously.

Next followed a brief discussion on our membership numbers, which were down by five from 2012 to 2013 reporting. Nelms pointed out some will pick up again at the next public meeting. TM will ask Boudreaux if he received any response from the Currituck County Commissioners following his letter of last fall.

Davis presented the Editor's report, commenting on this next issue and volume size. He stated that with the past issue he decided to review the membership list and send complimentary copies to members whose dues were delinquent in an effort to get them to renew. He stated that it was relatively inexpensive to do this and hoped it would help retain some members. All total, he mailed out about 15 to 20 copies to potential renewable members.

For the 2014 issue he already has two article submissions, and a promise of 3 or 4 more. He estimates it to be about a 125-130 page volume, but it could reach 200 pages without creating binding issues. Davis said he was very pleased with the printing quality through Lulu.

Nelms noted that the deadline for the next Newsletter submission will be 31st of January. She asked that all notices and announcements be sent to her by Friday. Beaman mentioned that he'd heard the state printing office was closing and that some of their publications will be going digital only. TM stated she may wish to include the NCAS Mission Statement in the newsletter, as a reminder to our membership at large who we are and what we do. Armour recommended we add introductory data about general archaeology to the newsletter and generate more interest and discussion. He mentioned that each issue might focus on a particular cultural period or important site, similar to the RLA webpage data. One suggested theme was "North Carolina Archaeology in the Digital Age".

Davis discussed the NCAS Webpage updates from last November when he added images of the t-shirts and other stock items. Nelms mentioned that inventory is at a stand-still because we haven't had another public meeting, so stock needs to move out before we can order more. There was a brief conversation about creating new t-shirt designs, using other tools (last one was the drill).

McReynolds presented her updates on the JNCAS newsletter and membership. She stated that she is compiling an article on old forts for the upcoming newsletter. She and Cranford will be working on a formal newsletter to target new members.

Armour asked if it was possible to target children of current NCAS members to join the Junior group. TM also stated targeting grandchildren of current NCAS members might be a positive move as well, and the suggestion was made to offer current members' children/grandchildren free introductory membership (or a \$5.00 family membership for two or more children in the same household). This offer should be restricted to ages 8 to 16 years old, and over 17 should become an adult member. Another idea was to have this "complimentary" membership launch this year and by 2015, offer a discount membership to keep them enrolled

New Business:

Beaman introduced a discussion about the membership database and its accessibility in the future. Nelms concurred that the current listing is in an old dBase III format, which is difficult to edit or update. Beaman expressed concern about protecting our membership listing and privacy. He asked if it was backed up should the computers fail, and can the file be retrieved if it gets corrupted or lost. Nelms pointed out that it had failed before and was retrieved successfully. There was general discussion about the membership files being converted to another type of user-friendly software. Davis said there is a Member.dbf file that he regularly opens in Excel for generating mailing labels through Mail Merge. Armour wondered if we could create an Access database of members. Nelms explained that the ledger component of the dBase III database is kept separate, and other components do not work. Conen and Nelms use the ledger component together to balance/audit the NCAS financial statements. Beaman asked how we can query past members off of the list, so he can send letters asking for renewal of lapsed members. The BOD agreed we need to find a way to better manage our membership files and track changes, trends in membership. Armour asked for a copy of the dBase file so he could assist in converting it.

Nelms stated that the files are backed up as is, like all other state records, following Hannah Smith's inquiry.

Theresa expressed concern that we need better access to membership files so we can target lapsed members, send out renewals and protect privacy as well. Beaman offered to do a quarterly reporting of membership figures at each BOD meeting, as a standard report. He recommended that we somehow add a column to the membership files to show when they joined and when they fell off.

LCM mentioned that the NCAS missed its 80th birthday which would have been 2013. She asked what the BOD would like to do to celebrate this milestone. Davis agreed to write a short article for the next newsletter to note the longevity of our organization, and to include a photo of the original meeting.

TM mentioned that the Archaeological Institute of America's local chapter will be meeting soon and that several NCAS members are also members of this group. Their meetings include public fairs, events for kids, and workshops for teachers. She asked if the NCAS should participate.

There was general discussion about rejuvenating the official North Carolina Archaeology Month. In the past, October was designated the NCAM by signed proclamation of the governor. International Archaeology Day is also October 18th each year. Beaman pointed out that the NCAS and the NCAC had joined forces in the past to make Archaeology Month a big deal, but it required organization and a lot of time and effort to be successful. In previous years, we had created thematic posters, hosted events across the state, and had speakers and public outreach programs in the schools. Recently, support for a state-wide endeavor had fallen off. The BOD discussed ways to stimulate more interest in this and whether or not the NCAS wished to shift the focus to summer time when digs are in operation. We could perhaps promote an Archaeology Season, not just a month. TM pointed out that the Exploring Joara Foundation already has its own public outreach piece in place and perhaps we could link up to this source with other field schools or projects.

Davis pointed out that the RLA was undertaking a three-day geophysical survey beginning March 8 at Town Creek Indian Mound with assistance from Dr. Chet Walker, an expert in the field. TM suggested that maybe Dr. Boudreaux would allow for some NCAS members to participate in his field school excavations on the site, over a particular weekend, pre-scheduled. Heath then asked if the ECU-QAR lab would host an open house for NCAS members by special request on a Saturday. TM said that the Heritage Day event at Jordan Lake could also be part of this month-long list of special events for Archaeology Month. It was recommended that we also advertise our Archaeology Month events on the CoAS newsletter for greater exposure to SAA membership.

TM offered to pull together the list of events endorsed by the NCAS and get the list into the spring newsletter for our membership to plan participation. LCM reminded the BOD that our board meetings are set and that the newsletter submissions are also set for the print deadline. The BOD may need to adjust for the spring meeting date. After some discussion it was decided to stick to the scheduled BOD meetings set and approved last year.

Beaman then offered a possible venue and themed program for the fall NCAS meeting to be held at Brunswick Town State Historic Site. The theme would include honoring the 150th anniversary of the Civil War and local battles of the Cape Fear (Fort Fisher, Fort Caswell and Fort Anderson), and Heritage Day. Hannah Smith offered to be co-organizer and contact the BT staff for confirmation of the day, October 18th. The town of South Port would be a good destination for hotels and restaurants in the area.

TM asked the BOD if the NCAS wished to participate in the Lake Jordan Heritage Days or in the UNC Science Expo on April 14th. We would not be allowed to sell our NCAS stock but could garner new members. The BOD voted yes to the Science Expo and TM will represent NCAS at this event. Armour also recommended the NCAS consider participation in the RE ARCH event hosted each year at the Schiele Museum in Gastonia. He will inquire with event organizers about vendor's fee and/or selling stock. Krebs (new BOD member) also demonstrates flint-knapping at these events.

Finally, there was a call for announcements. The Town Creek Indian Mound field school will be held the spring/summer taught by ECU professor Tony Boudreaux. It is unclear as to whether the NCAS membership can visit or participate in this field school on a scheduled day [to be determined]. May 31st was proposed as a possible NCAS day at the site, with June 7th as a backup date. TM, Armour, and Boudreaux will discuss possible options and report back to the BOD by April 26th meeting.

LCM noted that the NCAS will NOT forget the 85th Birthday of our organization!

A motion was made to adjourn by Beaman, seconded by Heath, and the meeting concluded at 3:30 pm.

These minutes respectfully submitted by,
Dr Linda F. Carnes-McNaughton, RPA
Secretary NCAS