

**NCAS BOD MEETING  
26 JAN 2020  
RLA-UNC  
1:30 PM**

*Attendance: Bell, LCM, Purvis, Nisch, Krizmanich, Cranford, Fitts, Henderson, Bailey, Mohler, Petersen and McArdle (via Skype). Absent: Davis. Guest: Beaman.*

Petersen called the meeting to order at 1:35 p.m.

Introductions were made around the table to meet new BOD members and to welcome everyone.

**Old Business:**

Minutes of 12 October 2019 meeting were reviewed. It was noted Mohler and Krizmanich did not receive their copies (electronically). LCM will confirm accurate email addresses and resend. With two minor corrections noted, Cranford made a motion to accept the minutes as submitted, seconded by Bailey, and then approved by the BOD. Approved version will be send to Davis for the NCAS webpage.

Fitts presented the Treasurer's Report and distributed three handouts (see items on file); these were quarterly statement, annual account and finally, expenses statement. The BOD reviewed the expenses, new sales, and income summaries. Fitts had not yet received an invoice for printing or mailing the 4<sup>th</sup> newsletter paid for by RLA-UNC (Davis). Fitts commented that for the whole year we operated at a profit and appear to be in overall good shape financially. Re: new payment methods (for membership and stock items), the "square" and cash app are now in place and ready to be used. A question was asked about the cash app re: fees when it's used, and she replied there are none and both systems allow easier access to increase our income. There are significant changes underway for all non-profit agencies in the state, should the status of state sales tax remains unknown at the moment. Once stable, Fitts will apply for waiver of sales tax for our stock items, per GS 105-164-1.3 Retail sales and use tax. Cranford asked since the issue is still in flux, should we wait to resolve this? And someone asked when was the NCAS last audited? If we are audited should we use legal counsel to advise us?

Fitts then presented a NRHP Study List of potential sites from which to choose a target site for the \$1000 donation made for that purpose. The list was not up-to-date and changes were noted (Beaman pointed out some sites on the list have been mitigated, and LCM pointed out Blue Banks is no longer NCAS property). The BOD concluded the Study List should be narrowed down to identify those sites owned by the state which would provide protection. Nisch asked why the NCAS was doing this and Fitts explained the history of the targeted donation.

After final discussion on this topic LCM moved to accept the Treasurer's Report, Nisch seconded it and the BOD approved by vote of hands.

Cranford then presented the Editor's Report for the upcoming Volume 69. He has two manuscripts in hand and has solicited more from the membership. He is asking for articles on research or projects to reach him by the end of August. The volume should be about 150-200 pages.

Mohler presented his update on the newsletter status and commented on Lapham's assistance with the change of editorship. He asked for submissions of worthy news from the BOD and will solicit more from the membership. He has an article by Tom Whyte (ASU) for the next issue as well as an article by Patch and Mohler on the use of cadaver dogs for a recent project. He will include news about the upcoming SEAC meeting in Durham in October. Beaman asked that the newsletter continue to put in a plug for the NCAS merchandise.

Next, Beaman presented an update on his Stock Report. He stated that there were fewer events in the recent quarter, so fewer sales. He passed out an inventory of current stock for the BOD to review. Low sales were noted with the new sweatshirts and the dark blue historic artifact t-shirt. The 2019 Student Prize winner for SEAC received a Clovis t-shirt as part of the winnings and his one-year NCAS student membership. Next followed general discussion about new t-shirt designs, such as shell gorgets (Beaman), a new design for NC pottery, and/or something for Town Creek site (Pee Dee motif by Fitts). He would like to have new stock with new designs in place before the August SECHSA and the October SEAC meeting where sales are anticipated. Mohler and Beaman mentioned it would be good to highlight a broader range of NC archaeology artifacts. Beaman wants to find an illustrator to work with the gorget motif and make it printable. And he wishes to reorder specific sizes of shirts now low in stock. He said the few visors remaining may be freebies at the upcoming meetings as they never sell well.

Bell asked how the NCAS can expand on what we are currently doing and how can we better engage with Native American communities? He'd like to see a greater initiative underway for our webpage and merchandise page to emphasize Native American communities in the state. He would like additional information shared on our NCAS webpage about our mission, new projects, partnerships and opportunities.

Petersen then led a discussion about the redesigned brochure and current status. He obtained a thumb drive from H. Smith which included images and layout of the mockup distributed in early 2019. He will send scans out to the BOD to review and comment. He noted that full size in color would be expensive but the NCAS agreed it was needed for a variety of public outreach purposes, notably recruitment of new membership. No cost estimate was yet available because the brochure is not ready. Venues for distribution or placement were discussed (e.g. State Historic Sites, Welcome Centers). Some immediate changes were noted for the brochure, such as the current link to UNC-RLA as our official address and membership data, as well as the NCAS webpage. Petersen wants a new committee to complete this final revision and have it ready for printing by the late summer or early fall. New BOD members were brought up to speed on this on-going project. LCM and Nisch agreed to be on the brochure committee to work with Smith to complete. Further discussion was tabled but all agreed we need it before October's SEAC.

### **New Business:**

Cranford presented a proposal for partnership with Town Creek Indian Mound SHS, OSA, NCAS and the RLA-UNC for conducting archaeological research on the TC site. He explained that doing archaeology was an "unfunded mandate" on OSA books. But he and Fitts saw it as a great opportunity to include our NCAS membership and provide fieldwork experience. Cranford and Fitts would take the lead on

organization and work with the TCIMSHS staff, RLA-UNC, and NCAS BOD to make it work. Cranford and Fitts would be responsible for reporting the work, making sure collections were properly processed (in the OSA lab) and then curated into the RLA-UNC system in compliance with a long-standing MOA. They envision lab nights in the Raleigh OSA facility where volunteers and NCAS members can participate in this activity. They have tentatively looked at April 22-26 for fieldwork, making the Saturday a big Public Day for participation and visitation. Questions were asked about overnight accommodations for volunteers and Cranford said camping options are available on site. Cranford explained the first work would be focused on removal of plowzone soils and mapping of exposed features, but not digging features or burials. GPS readings will also be updated. Phase II later on will involve testing. All operations will follow state ARPA guidelines (Flood is the ARPA person at OSA). Bailey offered to help coordinate volunteers and scheduling, for NCAS membership and others. The BOD agreed this would be a great opportunity for NCAS membership and others. One person asked about liability waivers and Cranford said he'd find out about that requirement. Sunday, the 27<sup>th</sup> would be used for backfilling the units and general clean up on site. Bailey asked about age restrictions for volunteers, and it was agreed children no younger than 12-16 could work on Saturday. OSA will provide all field equipment. They will ask for the RLA-UNC, Friends of Town Creek and the NCAS to assist with funding for provisions and meals on site. LCM recommended we try and have our general NCAS membership (not the BOD) meeting on the Saturday of the event if possible. Copies of any final field report or management summary would be reviewed by the ARPA POC and then distributed to NCAS and TCIMSHS as a courtesy.

Petersen recommended the BOD approve this proposal. Fitts asked if the BOD should reach out to state recognized Indian communities for participation. Bell recommended Fitts contact the NCCIA chairman, Greg Richardson and find out more. Cranford then made a motion to offer the proposal for acceptance, Mohler seconded the motion and the BOD passed it.

Petersen then offered some discussion about the upcoming SEAC planned for the fall, October 28-31, in Durham. This will be another great opportunity for NCAS to participate and get membership involved. LCM and Petersen are scheduled to participate in a planning meeting at the RLA on Feb. 14 and will learn more about the venue and other details then. Various ideas were discussed about activities related to the conference on and off site of the meeting. Petersen recommended that the NCAS provide some sponsorship (TBD) when the time is right to do so. There will be more details to share soon. Beaman said he'd be there in the book room with an NCAS sales table and will ask for BOD or membership volunteers to help staff it for the three days of the conference.

Petersen changed topic to discuss the creation of new committees. He discussed problems when one person is slated to do a large task and it then becomes unsuccessful (e.g. new brochure and fall meeting) and contributes to burnout! Membership recruitment was another aspect of this committee burnout or lack of participation. With recent current changes, it was pointed out that no one was sending out renewal notices. And no one person was updating membership files. Cranford reminded the BOD that non-members can be part of a special committee if asked and it might get more "action" if that were to be the case. Henderson asked if there was a set number of how many folks can sit on a committee. Petersen stated he will create the committees and will also work to assign members to kick it off. He wants BOD members to select what best suits their interest. Nisch and Beaman will become Social

Media Committee. LCM offered to show Petersen the results of previous BOD meeting when committees were formed and what changes can be made.

Cranford mentioned the Boy Scout Conclave this year is at Camp Bowers near Fayetteville. Beaman and Nisch volunteered to help. The downside of this event is that we cannot recruit new members and we cannot sell our NCAS merchandise. Still, in keeping with the NCAS mission, it is a worthy endeavor.

Cranford made a motion to charge the treasurer in finding out about a professional audit to be done for the NCAS. Nisch seconded the motion and the BOD approved it. Fitts promised to report back to the BOD about her plans.

Henderson asked about engaging the NCAS members in a fall activity of land-walking fields after harvest season was completed, teaching volunteers how to look for artifacts but not collecting any. Instead the exercise would teach volunteers how to recognize and record sites but with no collections to process or curate, simply recording. This could also provide an opportunity to teach GPS coding, digital photography and other aspects of field reconnaissance but without collections to store.

Petersen concluded the BOD meeting with a talk about accomplishing something, focusing on any one task after each meeting and making a contribution towards the meeting or quarter.

Motion to adjourn was seconded and the meeting concluded at 3:30 p.m.

These minutes respectfully submitted by,

Linda F Carnes-McNaughton, PhD, NCAS BOD Secretary