

**Board of Directors Meeting
Clarion, PA
April 4, 2008**

The meeting was called to order at 4:10 p.m. with President Paul Nevin presiding. A quorum was present. Attendance rolls attached.

The **minutes** of the previous Board of Directors meeting were accepted as distributed on a motion by Amanda Valko, seconded by Verna Cowin. PASSED

Treasurer's report—Paul Cowin presented both a verbal and written report and proposed budget. Copies were filed with the Secretary. The Society is solvent.

Old Business:

Financial Discussion—Paul Nevin presented Grant award information for the 2008 and 2009 applications. The 2007 grant funds were used to promote the Petroglyph exhibit at the Pennsylvania Farm show. Money for the continued support of the Farm Show has been budgeted into future grants as well as increased funding for National Register site recording and promotional materials to be reprinted. The reprinting for 2,000 membership brochures and 5,000 Discover and Preserve brochures which will be updated and structured into a trifold, were approved on a motion by Verna Cowin, seconded by Amanda Valko. PASSED

The **Elmer Erb Permanent Fund** report was presented by Kurt Carr. The annual report showed a 2.5% profit for the year despite the losses on mutual funds. New investments will be made into more stable certificates of deposits. An E-trade account is being opened and managed by Roger Moeller. Dr. Stanley Lantz has resigned as trustee due to health issues. Janet Johnson was appointed with the President's approval to fulfill the remainder of Stan's term. A letter of appreciation was sent to Stan for his many years of service. All outstanding C-14 Awards have been paid by the Elmer Erb Trustees.

The Pennsylvania Archaeologist—Editor Bill Tippins' written report was read into the record. The Spring Vol. 78 (1) is at the printer, Fall Vol. 78 (2) is with the editorial staff and there are manuscripts in hand for Spring Vol. 79 (1). New manuscripts are being accepted. The journal is on time and within budget.

Digitizing the Journal—Bill Tippins has received an offer to digitize the back issues of the *Pennsylvania Archaeologist* at no charge. Discussion of the proposal with the President has lead to an inclusion of funds in the PHMC future grants for this project, if the board accepts the offer. Materials will be needed for copies and promotion of the available digitized versions even if the actual process is free. Since we are new to marketing and demand of digitized journals, we have decided on a motion entered by

Brian Fritz to begin with trial cases of the out of print issues first. Roger Moeller seconded the motion. PASSED

SPA Newsletter—the membership is happy with the changes of color copy, photos, and the addition of chapter profiles to the newsletter. The issue of receiving the newsletter by email was revisited. Since we have no complete updated list of email addresses, a notice will be placed in the next newsletter asking that those wishing to receive the newsletter by email contact the Secretary. The newsletter is sent to chapters and available on the website for those people who are not SPA members.

Archaeology Month—Amanda Valko reported on the reorganization of the mailing process for Archaeology Month materials. Issues to be addressed in the future will be: mailing costs, mailing location, mailing dates for timely arrival, sources of additional funding if needed, clearing old mailing address lists from all partners to avoid waste of time and postage, possibility of using a mailing service, transportation of items to be mailed, opening a new or branch mailing permit.

Other Archaeology Month discussion—educational materials to accompany the poster will be completed jointly with PAC and SPA education committees. Jim Hersbritt presented the 2008 poster mock-up. The poster is a continuation of the point typology series and has a background of the hills of Greene County. The design was met with a very positive reaction. The poster should be available at the end of May.

Pennsylvania Farm Show—Kurt Carr reported on the 2008 Farm Show. The show has been a great venue for the promotion of archaeology in Pennsylvania. Thousands of visitors came through the Petroglyph display. Interaction and education were the themes with the Petroglyph displays and the popular dugout. The 2009 Farm Show's theme will be the "Archaeology of the New Deal". The SPA has allotted grant funds in support for the Farm Show. Volunteers will also be needed.

Awards Committee—Catherine Spohn reported that the awards are ready for presentation at the banquet. A recipient for the new lifetime achievement award has also been chosen. Catherine reports that nominations were late due to the early date of Annual Meeting this year. No nomination was received for the J. Alden Mason award. Noel Strattan determined the Frances Dorrance award from the PASS file records for the year. Expenses were presented to the treasurer for payment. Masquettes for the Archey Awards need to be ordered this year.

Bob Oshnock asked the C-14 Awards Committee if there could be a certificate like the Annual Awards Committee uses to commemorate the C-14 Award. Jim will work on the wording of the new certificate and send it to the Secretary for printing.

National Register Nomination—Brian Fritz reported that The "Shade Furnace Archaeological District" was listed on the National Register on Jan. 10, 2008. Brian has offered to chair and mentor this committee and any members who are willing to participate in the site selection and nominating process. It should be possible to submit at least one nomination per year. No new projects are in the works. Please contact Brian

about nominating a site. The SPA has budgeted funding to cover the expenses for this process. Brian is knowledgeable about the specifications and workings of the process and will coach the process until completion.

Archaeological Legacy Institute—Amanda Valko reports that the site has many good programs that the SPA supports by sponsorship. The SPA is committed through 2008 and will decide about renewal for the future. It is unapparent at this point, if we are utilizing the site to the fullest extent. Members should log on and receive the newsletter to take advantage of the offerings.

Consulting Party Update—Brian Fritz updated the consulting parties. The Clarion Furnace consultation was mitigated. Brian requested a letter from the President to the Allegheny National Forest requesting that the SPA become a consulting party on work done within the Forest. Paul Nevin will sign and forward the letters and will await a reply. The move is a watchdog effort to gain knowledge about the treatment of archaeological resources within the Forest.

New PASS Forms—Update was presented by Noel Strattan. Noel used the data from the PASS forms to determine the chapter winner for the Frances Dorrance Award. Members are encouraged to submit chapter information when recording sites. Noel also mentioned that there would be CRGIS demonstrations available to anyone interested. The new cemetery survey section of the BHP website is a useful tool in avoiding the possibility of encountering an unknown cemetery during archaeological work. This link can be used to record a small private or abandoned cemetery. Location and contact information are all that is required. Individuals, historical and cemetery societies are encouraged to record these sites.

Education Committee—report not available

Nominating Committee—Ballot for election at Annual Meeting for Elmer Erb Trustees, six year terms: Dr. Kurt Carr and Dr. Roger Moeller.

New Business

SPA host to ESAF 2009—Brian Fritz and Judy Duritsa will be investigating sites in Johnstown, PA to host the meeting. Johnstown and the surrounding area offer a new venue for the meeting. More details will follow as well as a call for volunteers.

Reimbursement of Expenses for SPA Activities—Discussion to determine which expenses qualify for reimbursements resulted in the following conclusion. The Society will reimburse members for all expenses incurred for purchase, services or mailing when performing activities pre-approved by the board or as part of duties as an officer or committee chairperson. The Society does not make payment for time spent. Being a nonprofit organization, individuals may claim tax credits for services. Exception: the exception would be for projects similar to the National Register Nominations where fees and expenses would be covered separately by budgeted funds from grants or the general

fund. Questions on reimbursement should be brought to the board before debt is incurred.

SPA Annual Meeting 2009 will be hosted by the PHMC in Harrisburg. An advance for expenses was requested by Kurt Carr to begin the reservation process. The meeting will be based at The State Museum of Pennsylvania with lodging in the vicinity.

Nominating Committee for the 2009 election of Officers was appointed as follows: Paul Raber, Amanda Valko and Paul Nevin. Nominations will be announced in the SPA Newsletter.

PennDot Vendor Registration—Amanda Valko was not able to report on the vendor process due to lack of response on the part of PennDot. PennDot pays fees through a voucher system to vendors. Amanda will report on the outcome.

Discussion for the Good of the Society

Revised Guidelines for Establishing a New Chapter is now available. Copies were distributed and will be available on the SPA Website or from the Secretary upon request.

Resolutions were presented to Ed and Ginger Dlutowski for their many years of service to the Society. The Society appreciates the Dlutowskis' dedication and continued support.

Dr. Thomas Baker sent word that he will be hiring a crew for a phase three project in Cranberry Twp. Interested persons may contact Tom through the Secretary.

There being no further business, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Judy M. Duritsa
Secretary