

**Board of Directors
Morgantown, PA
April 8, 2011**

Minutes

The meeting was called to order at 7:05 p.m. with President Brian Fritz presiding. A quorum was present. Attendance sheet attached.

The reading of the **minutes** of the previous Board of Directors meeting were accepted as distributed on a motion enter by Amanda Valko, seconded by Noel Strattan. PASSED

Treasurer's Report—a written report was read from treasurer, Paul Cowin. Paul also provided a first quarter report for 2011, a final report for 2010 and a projected budget for 2011 and 2012. A review of the financial records of the Society was submitted by Tom and Pat Baker for the 2010 records. The reports and budget were accepted on a motion entered by Noel Strattan, seconded by Amanda Valko. PASSED

Old Business

Financial Discussion:

Elmer Erb Permanent Fund Report—a written report was distributed by Kurt Carr. The fund is solvent and has reached the pre-recession 2008 levels. Kurt also presented his Elmer Erb Trustee candidates for appointment Greg Lattanzi and Philip Neusius. President Brian Fritz appointed the candidates.

Grants Reduction /Financial Deficiencies/Revised Budget—the future budgets reflect the lack of grant money for the future. Sustaining members have helped bring in new funding and an increase in dues has been postponed. There is little probability of future grant funding.

Treasurer's Bond—the personal savings bond held in trust to secure the treasurer's office has been returned to Paul Cowin. A fee of \$150.00 for bonding insurance for the new treasurer was approved on a motion entered by Sarah Neusius, seconded by Amanda Valko. PASSED

Resolution—the Patriot Act requires holders of group bank accounts to present a resolution from the group's board of directors identifying the officials of their organization and requiring the officials to present themselves, in person with identification at the bank location. The Secretary prepared a resolution identifying the new officers of the Society as persons responsible for signing checks on behalf of the Society. The resolution was accepted by the board on a motion entered by Noel Strattan, seconded by Meli Diamanti. PASSED

Archaeology Month 2011—is in the hands of PAC. Steve Tull will be preparing the Archaeology Month poster and has funding from his company to help with production. The SPA stands ready to help PAC with distribution, estimates or other duties. The usefulness of the downloadable 8.5 x 11 format is unknown. The Archaeology Month procedures will be reviewed in 2012 when SPA is again responsible for the poster. The SPA will continue to compile the Archaeology Month Calendar for distribution. Chapters and groups are asked to get event information to Amanda Valko no later than August 15, 2011 for inclusion in the *SPA Newsletter* and website.

Pennsylvania Archaeologist Editor's Status Report/Publications—written report submitted by Bill Tippins, Editor, April 7, 2011—I am pleased to report that the 80 page spring issue (Vol. 81-1) of *Pennsylvania Archaeologist* has just been sent to the printer. It should be in member's hands in about six to eight weeks. This cost of this

issue should be within budget. Looking ahead to the fall issue, I have sufficient manuscripts in hand for another 80 page issue. I anticipate that it will be produced on schedule and within budget. I'd like to thank the authors who contributed papers, my editorial board, peer reviewers, and Ken Fischer (who stuffs and mails the envelopes) for their hard work.

Digitizing Back Issues of *Pennsylvania Archaeologist*—update from Paul Nevin—multiple delays have occurred in the scanning process that is incomplete. Paul will continue to monitor the project. Questions were asked about the process and the finished product, such as the searchability of the finished PDFs, etc. We will attempt to answer the questions before deciding on using the Ebsco service or paying to have a pdf format of the journal placed on a compact disc at the time of production.

SPA Newsletter by email—small gains have been made in the number of members receiving the newsletter by email. We will continue to promote the process as well as update the website to contain the newsletters in a timely fashion so the membership can be notified to when the newsletter is ready to be viewed.

Pennsylvania Farm Show 2011/2012—David Dunn, new director of PHMC is interested in bringing the state agencies back to the main floor of the farm show. The project will probably be a revised previous theme. However, the canoe and Bob Winters will be included. Volunteers and brochures will be needed. More information will be presented in the Fall *SPA Newsletter*. The SPA budget may allow a contribution of up to \$1,000. A request for funding will be brought to the Fall Board of Directors meeting.

Education Committee—the committee met prior to the board meeting. The Cabela display was very successful and will be repeated. A location in western Pennsylvania is being sought. Logistics will change according to lessons learned. A new promotional brochure in the form of a rack card is being designed by Jim Wosochlo. The design is due on May 31st. Estimates for printing the rack cards have been obtained. Other members will have input on the design and message stressing the SPA information and pointing interested persons to the website for chapter localities and events. The committee also is exploring new ways to reach the public through schools and outdoor groups with an emphasis on families. A new speakers list is also being compiled using both PAC and SPA speakers.

Awards Committee—Lynne Baer, chair, reports the awards are prepared and ready for distribution at the banquet. Lynne also asked that the Lifetime Achievement Award plaque be redesigned because it is not durable. New awards items will also be needed for 2012.

PAC Representative Report—written report from Paul Raber—PAC held another successful Archaeology Day event at the State Capitol on November 8, 2010, In addition to the usual activities and presentations for local school groups, there were presentations by representatives of the Tuscarora Nation in anticipation of the re-enactment of their migration to New York state. No Fisher Award was presented because of the lack of qualified nominees.

Three college students will be attending the annual meeting this year with assistance from the 2011 Hatch Scholarships. PAC and SPA jointly sponsor these awards, which will be presented at the Saturday evening banquet.

The PHMC has agreed to publish the next volume in the PAC/PHMC publication series. With funding from PAC, SPA and ESAF, the Transitional period volume will be published later this year or next. Kurt Carr and Mike Stewart are the editors.

PAC, through an ad hoc committee, continues to explore funding possibilities with PennDOT.

There was no archaeology exhibit at the Farm Show this year in January. PAC will be sending a letter to the PHMC and Department of Agriculture encouraging the agencies to renew their support for the exhibit at next year's Farm Show.

PAC/SPA Student Scholarships for Annual Meeting—there are three **James W. Hatch Scholarship** recipients: Andrea Boon, Callista Holmes and Katherine Peresolak. **Student Scholarship State Museum**—the first **W. Fred Kinsey Award** will be presented to Jonathan R. Libbon. Presentations will take place at the annual banquet.

Website update/help—Jim Wosochlo and his wife will be revising the Forks of the Delaware Chapter website and will use it as a possible prototype for revising the SPA site. Brian Fritz will be working with them on form and content. This work will be started as soon as possible. A new face and current materials on the SPA website are vital to the Society. Costs and domains will also be reviewed.

Guidelines for conducting SPA business by e-mail/Draft Presentation Update—the suggestions presented for the guidelines have been incorporated. The guidelines were accepted on a motion by Amanda Valko, seconded by Meli Diamanti. PASSED

Nominating Committee Report and Ballot—the ballot is ready for elections at Annual Meeting on April 9, 2011.

History Bill of Rights/Preservation Survey—surveys and public meetings will be held in the state to formulate planning for the next five years. Information will be forwarded as received.

Annual Meeting 2012 and Beyond—North Fork Chapter #29 will host the Annual Meeting, April 13-15, 2012 in Clarion. Hosts are needed for 2013 and beyond. Contact Mary Alice Graetzer with questions. The guidelines can be found on the SPA website under archives.

Rack Cards/Promotional Brochures—see Education Committee

Jacob L. Grimm C-14 Committee Appointment—Bernard K. Means has been appointed chairman of the committee, Brian Fritz reported in his absence that two awards would be made if funding was available. Kurt Carr on behalf of the Elmer Erb Committee confirmed that sufficient funds are available to support two awards. Presentation will be made at the banquet.

New Business

Venango Archaeology Chapter Formation Petition/email voting results—the voting process began with the distribution of the petition from Venango, followed by a second to the motion and a two week period for questions and discussion before the call for a vote. The voting was unanimous. The new chapter's charter will be presented at the banquet. The charter number is 30.

Discussion: The process appears to be too easy to form a new chapter but the process is spelled out in the constitution. Any changes would require an amendment to the constitution.

EBSCO Licensing Proposal—the colleges and institutions that have used the Ebsco online journals recommend the process. Details will be explored to insure that the SPA would maintain and retain the copyrights,

the possibility of obtaining back issues on searchable compact disks and other information about compatibility with our current publishing procedures. After the information is obtained, distributed and discussed we may need to proceed by email vote to initiate the proposal. A signed agreement is required. A motion was made to pursue the licensing if our requirements are met. Motion was entered by Marc Henshaw, seconded by Gene Delaplane. PASSED

Advertising in SPA Newsletter—The SPA would jeopardize its non-profit status by accepting advertisement. However, sponsorship at Annual Meetings and promotional events would likely be an acceptable method of advertising.

Archives—historic materials and records from chapters or committees that should be sent to the SPA archives at Indiana University of Pennsylvania should be sent to the Secretary as soon as possible. They will be delivered to IUP during the summer/

Discussion for the good of the Society

The very popular “**Workshops in Archaeology**” will resume at the State Museum of Pennsylvania on November 5, 2011. Look for information in the Fall *SPA Newsletter*.

Roger Moeller asked for a motion to establish a **Pay Pal account** to accept dues and registrations for the SPA if our host server allows. This motion was seconded by Kurt Carr. PASSED

There being no further business the meeting was adjourned at 9:40 p.m.

Respectfully submitted,

Judy M. Duritsa
Secretary, SPA