

CNEHA ANNUAL BUSINESS MEETING MINUTES  
November 8, 2015  
Courtyard Marriot Historic Downtown, Fredericksburg, Virginia

Karen Metheny called the meeting to order at 7:33 AM and asked for a motion to approve the minutes of the 2014 annual business meeting, held on Sunday, November 9, 2014, Long Branch, NJ.

*Motion to approve the 2014 minutes made by Mike Madden*

*Second by Sara Mascia*

*All approved*

**Old Business**

**1. Chair's report: Karen Metheny**

The Board has made the decision to shift to electronic newsletter beginning March 2016 because we can no longer meet the threshold for bulk mail (200 min) and receive a reduced postage. Bulk mail costs \$80 for 200 newsletters. Currently, 129 newsletters are mailed out at \$1.50 each, which will make the November mailing expensive. A majority of the membership prefers and receives electronic newsletters. Changing to an electronic newsletter will help maintain financial well-being of the organization.

Again, please be sure that any changes to email addresses are consistently updated by contacting Ed Morin and/or Sara Mascia directly. The membership identified no questions or concerns.

**2. Treasurer's report: Sara Mascia and Joe Last**

There is a current income of \$17,048 to the US account. There is a current budget for \$13,448 for expenditures for current year. We still have \$4,000 to \$5,000 left to expend and can use reserves to support deficit spending, which is the result of getting the journal up to date.

There is \$16,465 in checking with \$10,000 in a reserve CD.

The beginning Canadian balance is \$2,429.40. No interest was earned on the account. Funds from the US account (\$6,000) were used for the production of Volume 43 of the journal. The current balance is \$7,068.94. Canada does not have bulk mailing and this year saw an increase in postage due to the journal mailings. However, it is important to get the journal back on schedule.

*Motion to accept the Treasurers' reports made by Silas Hurry*

*Second by Mike Madden*

*All approved*

### 3 **Membership reports:**

#### a. US: Ed Morin

The US membership is down by 65 individuals, 29 students, for an overall decrease of 94 individuals, and a loss of three businesses. There was some increase in the Life and Joint categories with the remainder breaking even.

Renewals were up in the spring but then dropped off. Both email and print renewals were sent out. It was noted that some did not see the electronic renewal. The low number may be a result of the problem with the email renewals and the ability to pay on pay pal. Transition to email/ PayPal has resulted in a drop in individual membership (65) and a drop in student memberships from 54 to 25 (29 student)

This year, there will be an additional notice. There will be an email in December followed by mailed notice in January with another round in February and March. Members can check the “members only” page where you can see if you are up to date.

Members who are professors will be encouraged to get students on board and students who are members should encourage their peers. This conference has always been a great way for students to do first professional paper

Questions from the membership included:

Will you be doing a membership campaign? The Board discussed what else we could do at this and other conferences. A sub-committee is looking at a “speed dating”-like (MAACs) interview process with students and professionals adapt to encouraging more members.

There is a new sub-committee to target students and young professionals.

Is the decline a move from student membership to full/individual membership? This does not seem to be the case because it is the individual membership that decreased. There is usually a conference bubble – increasing the membership. The key is keeping them. With the proximity of the Society for Historical Archaeology meetings this year, it may be more difficult.

Does this seem to be an “age thing” or a “geographic thing”? The decline seems to be across the board. There are states with low or no members, but this is not unusual. The Board is looking at the demographics of what we lost to see if there is something we are missing.

Some people cannot remember from year to year if they renewed.

Suggestions for helping or reminding members to maintain membership included 1) issuing a membership card; 2) ahead of a meeting, send out reminders to the listserves (it was noted an announcement goes out on HISTARCH); and 3) multiple notices or invoices be sent. Invoices are sent with mailings.

#### b. Canadian – Joe Last

As of November 2015, there are 78 Canadian memberships for a total of 85 members (including Joint members). There are eight student members, 39 individual, nine fellow, 14 joint, 10

business and five life members throughout eight provinces. Bilingual renewal reminders are sent out in the spring followed by reminders sent with the journal and call for papers.

There is an overall decrease of eight members. French and English mailings are sent out but it is difficult to do the journals and newsletters in both languages. This may be the issue, particularly in Quebec.

There is a surge in Canadian membership when there is a conference held there.

c. Institutional – Meta Janowitz

Institutional membership has been stable. Most institutional members are libraries. If there are any suggestions for libraries, institutions, colleges etc. that we should solicit to become members, please let Meta know.

*Motion to accept the membership reports was made by Susan McGuire*

*Second by Silas Hurry*

*All approved.*

4. **Publications reports:**

a. Newsletter: David Starbuck

The 3<sup>rd</sup> issue is at the print shop and will be the last hard copy. March 2016 will be the first digital issue. An electronic version will not change significantly in its layout but it will allow the inclusion of color photographs, which have been too costly to include in print newsletters. It will also afford the newsletter to have a greater number of photographs.

Newsletter will be a pdf that will be emailed to members and available on the website to members only; non-members get access to the newsletter after one year.

Silas Hurry noted that the newsletter can be any size – large or small.

David thanked the editors for keeping the newsletter supplied with content and noted he always needs content from Canada! Please remember to send in information about ongoing work as it helps to keep membership interested.

All newsletters are available on the website as searchable pdfs. Member information on the publicly available newsletters has been redacted.

Will francophone members be able to publish in French? Yes, but they have to send the copy in French.

b. Journal: Sue Maguire

The 2015 journal on the War of 1812 will be out shortly. The office is also working on the 2016 journal, which will be out for Ottawa (it is an open volume). The 2017 journal is a thematic volume on pottery. Susan encouraged everyone to send in relevant articles. Electronic back

issues are available and get an average of 2800 downloads per month, which helps with our visibility.

c. Web page: Silas Hurry

Silas leaving the Board but will remain temporarily as web coordinator. The Web page is growing; have a wonderful web master Christy Morgenstein; Silas acts as conduit. The website has added PayPal features that allow for the purchase of articles from the most recent journal or the entire journal. Silas is working to adjust PayPal to work with conference organizers

d. Posters: Ed Morin

The British accouterments poster is in production. Since the American Revolutionary War poster was produced, Don Troiani completed a copyright deal with a company. Issues regarding copyright that did not exist previously now have to be addressed with the new company.

e. Facebook: Christa Beranek

We've had a page on Facebook to post and make announcements. We are now converting to a Facebook group. Everyone will have to rejoin the group (Council for Northeast Historical Archaeology group). All members can post items, including announcements for field schools, articles, events as well as conference news. It is our only form of social media at the moment – if anyone wants to manage other forms please see Christa.

5. **Programs and Meetings:**

a. 2015 Fredericksburg, VA— Doug Sanford, Kerry Barile, Sarah Poore

Attendance is astronomical – over 180. Except for a few glitches, everything has worked out well. Thanks to Doug and Sarah for handling PayPal, etc.

b. 2016 Ottawa—Joe Last

Time to go back to the Canadian capital; we were last there in 1983. The conference will be held over Canadian thanksgiving (Oct 7-9, 2016). The Lord Elgin will be the conference hotel. Built in the 1930s, it's the largest privately owned hotel in Canada, centrally located to museums and other sites.

c. Reports on future venues (Portsmouth 2017, Halifax 2018)

There are contracts for Portsmouth in 2017 and Halifax in 2018. Both sets of organizers are looking for volunteers to help organize and run the conferences.

6. **Student Competition: Nancy Brighton**

A student competition was not held this year because of...

7. **Awards: Sara Mascia and Karen Metheny**

a. Service Award – Sara Mascia

This year's Service Award was given to Sue Henry Renaud at the banquet Saturday night. Sara is soliciting nominations for the 2016 award.

b. Award of Merit - Karen Metheny

Karen issued an Award of merit to Christy Morganstein, the CNEHA webmaster, for exemplary service.

8. **Education and Outreach – Stéphane Noël**

This is a new subcommittee for students and young professionals being chaired by Stéphane Noël. There is no report at this time but will look to become active in 2016.

9. **Other old business - NONE**

**New Business**

1. **Nominations and Elections Committee: Nancy Brighton, Meta Janowitz and Joe Last**

A total of six candidates were nominated for five positions. SurveyMonkey was used for anonymous electronic voting, which closed after midnight October 23, 2015. Emails were sent out to the membership, with paper ballots being sent to those without an electronic address. The incumbent Board members (Christa Beranek, Joseph Last, Sara Mascia, and Karen Metheny) were re-elected. Laura Masur also was elected to the board.

2. **Election of officers: Karen (chair; treasurer; executive vice-chair, Canada)**

Karen Metheny, Sara Mascia, Joe Last were re-elected to the offices of Chair, Treasurer, and Executive Vice-Chair, Canada, respectively.

3. **Affiliated Societies Program with the Register of Professional Archaeologists**

The Board is considering becoming a part of the Affiliated Societies Program with the Register of Professional Archaeologists. It would cost the Council \$250 annually and the membership, who are able to apply to the Register of Professional Archaeologists, would receive a reduction in their membership dues to the Register of Professional Archaeologists. Would the membership take advantage of this, if the Council became an affiliated society?

The benefits to the Council are 1) listing as an affiliated society; 2) reduction in fees for its members who join RPA; 3) the ability to legally challenge entities or archaeologist, who violate professional standards.

The Board is looking for feedback. Members of CNEHA would have to become members of RPA for the dues discount. We would need to determine if Canadian members would find being a member of RPA useful. Given the participation of other societies and groups in RPA, is the CNEHA the best vehicle for obtaining a reduction in RPA fees? It would be a reduction in RPA fees not a reduction in CNEHA dues.

4. **Other new business**

Wade Catts, on behalf of the American Cultural Resources Association (ACRA), noted that there is a display in lobby about ACRA that represents the business side of CRM in the US. ACRA is developing online for professionals in the industry. The next training opportunity is on proposal writing. He encouraged everyone to visit to learn about both ACRA and its training.

5. **Resolution of thanks to outgoing board members:**

Whereas the term of office for a member of the Executive board for the Council for North East Historical Archaeology is expiring, the Council acknowledges and appreciates the long term and unfailing contributions of Silas Hurry;

Silas has served multiple terms on the board over the years; including this most recent posting of six years. For many years he was our webmaster when the website was affiliated with St Mary's City, which continued under his oversight when the website switched to its own domain. Under his guidance, the website expanded to include registration, archives of past meetings, access to early newsletters, and everyone's favorites – awkward photos of conference attendees. All of this was accomplished in between organizing conferences at St Mary's City – which he has offered to do again at St Mary's City in the not too distant future (save the date).

Now, therefore be it resolved the Council expresses its sincere appreciation and thanks with a round of applause.

*Motion to accept made by Sara Mascia*

*Second by Ed Morin*

6. **Resolution of thanks to conference organizers:**

**RESOLUTION OF THANKS FOR CONFERENCE ORGANIZERS:**

Good Morning

Whereas, the 2015 Council for Northeast Historical Archaeology Conference has been a resounding success;

Whereas, Fredericksburg has proven to be a most spectacular venue for a conference;

Whereas, we have all enjoyed the informative tours of Fredericksburg's Delightful and Historic Watering Holes and Pubs, as well as the City's architecture and life during the Revolutionary and Civil Wars;

Whereas the Courtyard Marriot Historic Downtown provided welcoming venues for toasts and talks;

Whereas the entire conference has been conducive to the dissemination of knowledge and stimulating exchange of ideas;

Now therefore let it be resolved that the Council for Northeast Historical Archaeology wishes to express its appreciation and gratitude for all of the hard work, long hours and excellent effort of the conference committee:

Kerri Barile, Conference Chair

Douglas Sanford, Program Chair

Sara Poore, Registration and Finance Chair

Kerry Gonzalez, Bookroom and Raffle Coordinator;

Tour Guides: Scott Walker and John Hennessy;

To all of the volunteers and students who have provided invaluable support and general go-fer services to ensure the conferences ran smoothly, including: Elyse Adams, Jake Bozza, Mike Carmody, Marissa Kunus, Emily Mercer, Sean Maroney, Cathy Nichols, Kara Saffos, Nick Sauvageau, Lenora Wiggs;

To the Sponsors for their extremely generous financial and other support, including: Dovetail Cultural Resource Group, University of Mary Washington, Council of Virginia Archaeologists Public Archaeology Laboratory, Archeological Society of Virginia, Richard Grubb and Associates, Inc.;

To Courtyard Marriott for an excellent reception site on Friday Night;

To the staff and tour guides at the A. Smith Bowman Distillery, for a thirst-quenching banquet space of bourbony goodness;

To Famous Daves for the excellent BBQ;

To the bluegrass band for the melodious backdrop to our tasting and eating tour of the Bowman Distillery;

To the session chairs who have kept or will keep their sessions organized and running time;

To all the contributors to the raffle, including but not limited to: George Miller, The University of Tennessee Press, Left Coast Press, The Society for Historical Archaeology, Brill Press Rowman and Littlefield, ISD Distributors, Eliot Werner Publishing, University Press of New England, The University of Florida, Silas Hurry and St. Mary's City, Springer Publishing Mike Madden and "Dead Guy Books", Smith-Bowman Distillery, Historic Fredericksburg Foundation, Inc., and the City of Fredericksburg;

To the Staff of the Courtyard Marriott Historic Downtown for the excellent and expeditious service;

And finally special acknowledgement of the University of Mary Washington, who provided the day long 'never ending coffee', without which many of us would not have made it through the day,

Let us give a round of applause for the organizers, students, presenters and supporters of this wonderfully informative and most enjoyable conference –

#### MOTION TO APPROVE THE RESOLUTION

*Motion made by Silas Hurry*

*Second by Ed Morin*

Motion to adjourn and begin the Raffle was made by Sara Mascia.

Second by Ed Morin.

The meeting was adjourned at 8:22 AM.