

Nevada Archaeological Association

PO Box 73145
Las Vegas, NV 89170-3145



SPRING BOARD MEETING MINUTES
CARSON VALLEY INN, MINDEN, NEVADA
MAY 9, 2014

Meeting called to order: 4:49 PM

Attendees: Craig Hauer, President Jeff Wedding, Vice President/President Elect, Sali Underwood (Secretary – via phone), Sue Edwards (Membership), Sean McMurry (at large), Cal Jennings (at large), and Karla Jageman (Webmaster), Mark Giambastiani (2014 Annual Meeting Chairperson), Christina Callisto (Treasurer – via phone at 5:09 pm), Dave Valentine (member), Kat Russell (member)

Absent Board Members: None

President Report: Excellent job on annual meeting, thank you everyone.

Secretary's Report: Sali Underwood

1) **VOTE:** There was a motion to approve the January 18, 2014 quarterly board meeting notes with corrections submitted by Sali Underwood May 7, 2014 – 8 Yea, 0 Nay, motion carries.

2) **EMAIL VOTES January – May 2014:**

Date	Motion	Yea	Nay
4/19/2014	Karla Jageman motions for the approval of the poster design	5	0
4/24/2014	Karla Jageman motions to approve the expenditure of not more than \$900 for the purchase of 1,000 posters for Archaeology Awareness and Historic Preservation Month.	6	0
4/18/2014	Jeff Wedding motions to approve the new 3 year contract for board liability insurance through Trimboli for an annual premium of \$900.	8	0
3/18/2014	Mark Giambastiani motions that we approve the expenditure of NTE \$500.00 for NAC T-shirts	6	0
2/28/2014	Sali Underwood motions and abstains from voting on NAA sponsor The Archaeology of Southern Nevada's "Lost City" lecture by Archaeologist Dr. Karen Harry of UNLV on May 17, 2014. This assistance would be in the form of a restricted donation to the museum for an amount not to exceed \$250 that would be used only to enhance the event experience.	7	0

2/10/2014	Craig Hauer motions to compensating Will Reed NTE \$400 in conjunction with NRAF for expenses associated with travel to the 2014 conference to hold a workshop as part of the annual meeting.	5	0
1/24/2014	Craig Hauer motions that we approve the expenditure of up to \$150 for upgrading the NAA laptop's Adobe acrobat software.	5	0

ACTION ITEMS:

- 1) Sali Underwood (Secretary) needs a copy of the November 16, 2013 Tonopah treasurer report from Christina Callisto (Treasurer). [Jeff Wedding checked and there is "No statements of bank"]
- 2) Sali Underwood (Secretary) needs a copy of the February 6, 2014 board conference call notes taken by Mark Giambastiani- WHO TOOK THESE NOTES?

Treasurer's Report: Christina Callisto (Called in at 5:09 pm)

- 1) 2014 Year Monthly Statements is ready for board and membership. Copies emailed.
 - a. Updated to May 7, 2014
- 2) All items have cleared.
 - a. Sean McMurry reimbursed for postage, NAA Journals, \$480.49 February
 - b. Sponsorship of Nevada State Museum Lost City Lecture, Dr. Karen Harry, \$250.00 March
 - c. Board insurance, via Trimboli Insurance, paid, \$900.00 April
- 3) Supplies purchased for Treasurer and Secretary
 - a. \$90.76 was spent in January on supplies for Sali, Secretary, and Christina, Treasurer including binders, dividers, and storage tubs. Initially \$135.02 but \$44.26 credited for returned surplus items in April.

- See Karla Jageman and Sue Edwards for membership, conference, and T-shirt sales numbers.
- Mark Giambastiani passed around the PDF table of the specific breakdown of the treasures report (see page 3)
- The Christina Castillo (Treasurer) sent an IRS letter confirmation concerning the correction of the spelling of NAA name in their database. Jeff Wedding (Vice President) checked and called because it is still not changed. The IRS says it will take 6-8 weeks to show up in the data base, so by summer it should be corrected.
- Craig Hauer (President) has been approached by an outside company that will do updates of board members names for the state on a calendar year basis. There will be a late fee if we do it per the board election time table.

VOTE: Craig Hauer motions to approve \$75.00 to update our Nevada Secretary of State registration - \$50 for late fee and \$25 for request to update after the May 10, 2014 meeting board elections. Yea – 9 Nay - 0

ACTION ITEMS: The Treasurer will buy ink for NAA printer, stamps, and envelopes.

Nevada Archaeological Association Year 2014

January

Beginning Balance		1-Jan	\$22,794.51
Withdrawal	Staples- Supplies for Secretary and Treasurer	15-Jan	\$135.02
Deposit	Paypal: Membership	23-Jan	\$115.26
Ending Balance		31-Jan	\$22,774.75

February

Withdrawal	Check 1109 - Jan 23, 2014 Reimbursement to Sean McMurry for postage to mail NAA Journals	3-Feb	\$480.49
Deposit	(none)		\$0.00
Ending Balance		28-Feb	\$22,294.26

March

Withdrawal	Check 1110 - Mar 5, 2014; Sponsorship of Nevada State Museum Lost City Lecture by Dr. Karen Harry	17-Mar	\$250.00
Deposit	Paypal: Membership and Conference	20-Mar	\$468.63
Deposit	Paypal: Membership and Conference	28-Mar	\$1,560.90
Ending Balance			\$24,073.79

April

Deposit	Returned surplus items purchased at Staples, via debit card	2-Apr	\$44.26
Deposit	Paypal: Membership and Conference	21-Apr	\$3,207.73
Withdrawal	Check 1111-Payment, Board Insurance: Trimboli Insurance	22-Apr	\$900.00
Ending Balance			\$26,425.78

May

Deposit	Paypal: Membership and Conference	5-May	\$1,106.21
Check Balance	Check balance for Conference	5-May	\$27,531.99

Membership Report: Susan Edwards

Membership Trends for the Last 5 Years					
	2010	2011	2012	2013	May 2014
NAA memberships (lifetime, regular, family, etc.)/NAA members	113/143	127/168	104/145	182/235	115/146
New Memberships/Members	19/19	27/31	22/25	44/49	24/25
Site Stewards	14	24	20	33	23
Student Memberships	nd	nd	nd	16	16
Lifetime Memberships/Members	12	13	14	17	19
Members subscribing to e-Situ	9	28	20	79	66

NAA 2014 Membership by Category and Number of Members	
MEMBERSHIP TYPE	THRU MAY 7
Regular Memberships/Regular Members	60/60
Family Memberships/Family Members	19/40
Lifetime Memberships/Lifetime Members	19/28
Student Memberships/Student Members	13/13
Supporting Memberships/Supporting Members	4/5
Corporate Memberships/Corporate Members	0/0
TOTAL NAA MEMBERSHIPS/MEMBERS	115/146

NAA 2014 Membership by State and Number of Members	
STATE	THRU MAY 7
Arizona Memberships/Members	3/3
California Memberships/Members	11/11
Colorado Memberships/Members	1/1
Georgia Memberships/Members	1/1
Idaho Memberships/Members	3/3
Montana Memberships/Members	2/2
Nevada Memberships/Members	87/115
New Mexico Memberships/Members	2/4
New York Memberships/Members	1/2
Oregon Memberships/Members	1/1
Utah Memberships/Members	1/1
Washington Memberships/Members	2/2
TOTAL NAA MEMBERSHIPS/MEMBERS	115/146

NAA 2014 Nevada Membership by Community and Number of Members	
COMMUNITY	THRU MAY 7
Alamo Memberships/Members	1/1
Baker Memberships/Members	1/2
Battle Mountain Memberships/Members	2/2
Boulder City Memberships/Members	1/1
Carson City Memberships/Members	3/3
Dayton Memberships/Members	1/2
Elko Memberships/Members	9/14
Ely Memberships/Members	5/7
Fernley Memberships/Members	1/1

Henderson Memberships/Members	7/7
Jean/Goodsprings Memberships/Members	1/2
Las Vegas Memberships/Members	7/11
McGill Memberships/Members	1/1
Minden Memberships/Members	1/4
North Las Vegas Memberships/Members	4/4
Overton Memberships/Members	2/2
Pahrump Memberships/Members	1/1
Pioche Memberships/Members	2/4
Rachel Memberships/Members	1/1
Reno Memberships/Members	24/32
Silver City Memberships/Members	2/2
Sparks Memberships/Members	7/7
Spring Creek Memberships/Members	5/8
Sun Valley Memberships/Members	1/3
Winnemucca Memberships/Members	1/2
TOTAL NAA MEMBERSHIPS/MEMBERS	115/146

Membership Report: Susan Edwards

1. As of May 7, 2014 we are down on renewals this year. Out of 182 last year only 80 renewed. We do have several new members (115 as of the last few days totaling 135 members old and new, but this will change by tomorrow as forms still need to be counted.
2. There are more Northern Nevada memberships possibly due to the conference location

Status of other tasks assigned:

1. Our Archaeology month poster was displayed at the SAA annual meeting, but the votes were not completed
2. The number of poster submissions is down from other years
3. Membership cards are not done, but bids have been received. After the conference the bids will be followed up
4. Book marks are also in the bid follow up phase
5. The Next NAA annual meeting will be in Wendover in 2015

Status of other tasks Susan Edwards was assigned:

1. Submission of Nevada Archaeology Month to SAA for Annual Poster Competition 2014

Poster from Nevada's 2013 Archaeology and Historic Preservation Month was submitted to the SAA in March for SAA Meeting in April in Austin, TX. Don't know who won, but I believe it was Wyoming

2. NAA Member Pin and other stuff (see handouts) – I tables until next meeting
3. Completed draft design for pin and received cost estimate from PinMart
Cost is between \$3.09 and \$3.48 per pin depending on the type of back. Order of 300 pins will be \$937 or \$1044. Proposed 2014 pin incorporates the State of Nevada/NAA colors and carries the location of the Annual Meeting.
4. NAA Bookmark and Membership Cards are variations on the pin theme. Cost estimates are still pending.
5. Lifetime Membership card will be thick plastic (think gift/credit card). Annual membership cards will be laminated paper. Bookmark is laminated paper or thin plastic with tassel.
6. 2015 Annual Meeting
 - a. Wendover, NV
 - b. Theme: TBD
 - c. Tentative dates May 1-3 or March 27-29
 - d. Clark County School District Spring Break March 28 – April 5, 2015
 - e. Washoe County School District Spring Break March 29 – April 13, 2014
 - f. SAA Conference April 15-19, 2015
 - g. Easter April 5, 2015

Publications: Craig Hauer

We need a new volunteer editor

Board approves publications per 2013 By-laws

It was suggested that offering the editor of publications a stipend to help with the process should be considered when selecting next editor possibly \$700 - \$800 per issue. They could be called production and effort costs. Please ask around at the meeting to see if anyone interested.

ACTION ITEM: Appoint new publication editor

Newsletter Liz Dickey has a version of the newsletter and it will go out after the annual meeting per Liz Dickey

ACTION ITEM: Liz Dickey will provide a word format document to send out

Webmaster/IT Report: Karla Jageman

The web page had some issues with this year's conference registration that will need to be fixed before next year's conference. Specifically there were some issues with PayPal reporting with discrepancies between spreadsheets and what actually got paid for. We will need a better way next year. Karla Jageman and Sue Edwards will work together to fix before next annual conference

Student Grants: Mark Giambastiani

1. We have six applicants
2. There is a designated judging committee
3. Announcements will be made at the end of talks on Saturday May 10, 2014

SHPO Report: Samantha Rubinson - No report, not in attendance

OLD BUSINESS: NAA brochures need to be updated please look at the old one and be prepared to talk about ideas at the next meeting

NEW BUSINESS:

Advertising – Craig Hauer will email an example of the Journal ad. Find out if there is a word limit, logo, name, contact information and how much control we would have. Keep the board posted on further clarification on this request.

By-laws – has the structure for current officer doesn't work. The line of succession doesn't work at the annual election. The President ends up not being voted for, only the Vice President. The President needs to be elected so the method needs to be revisited. Sue Edwards suggests we look at how the SAA or SCA do it.

NAA participation in Sec. 106 consultation – this would require a commitment by NAA for projects as they come up. NAA has been on the list for EA for the past 2 years through the mail, but have missed most due dates by the time we receive the letter. There is a conflict of interest for federal employees or contractors. These board members would have to recuse themselves from this (such as Karla Jageman and Cal Jennings). Who would do it? If done, we need to plan a process, establish a point of contact. This could be a large commitment of time since they solicit for large projects. It might be ok if they were small projects.

More public outreach – What can the NAA do to interaction with the public? Become more involved throughout the state by attending events, by disseminating information, sponsoring or holding workshops, and/or lectures.

ANNOUNCEMENTS:

1. If anyone needs reimbursements for costs related to the conference please bring receipts to Jeff Wedding.
2. The lifetime achievement award winner is the last survivor of the original organizers of the NAA. It would be great if there could be an interview with him for the next Newsletter. Mark Giambastiani will do this.
3. Sali Underwood ran across information concerning the origins of the NAA in the Nevada Archeological Reporter – she will email the PDF's to the board

Meeting ended at 5:48 pm

Notes respectfully submitted to the Board by Sali Underwood 7/17/2014