

**Final Minutes for
Nevada Archaeological Association Board Meeting
Thursday, October 18, 2012,
Held at Harvey's Hotel/Casino in South Shore, Lake Tahoe, Nevada**

Call to Order: President Craig brought the meeting to order at 4:45 pm

Attendees: Board members Craig Hauer (President), Jeff Wedding, Lynn Furnis (Secretary), Susan Edwards (Membership), Karla Jageman, and Samantha Rubinson (SHPO Representative).

Absent Board Members: Liz Russell (Site Steward Coordinator) Mark Giambastiani, Nancy O'Connor (Treasurer), Krysan Williams.

Non Board members attending included: Bill White, David Smee, Greg Seymour, Eva Jensen, and Geoff Smith.

The President passed out this meeting's agenda and copies of the President's report, the treasurer's report, and the draft minutes for the July 21, 2012 NAA Board meeting, which were taken by Mark Giambastiani.

Approval of Minutes from July, 2012 Board Meeting: Copies of the draft minutes from the July 21, 2012 NAA Board meeting were distributed, reviewed by Board members, corrected, and approved.

President's Report: President Craig Hauer passed out printed copies of his report, then the Board discussed the items listed. In regard to the Historic Preservation Fund (HPF) grants, Craig said that funding is in place for them, but that the grants have been modified based on recent SHPO requirements and scope changes.

Historic Preservation Month: The HP grant for Archaeology/Historic Preservation Month will cover the costs of making and printing brochures and required coordination of various activities held within the state. Craig did not mention anything about the HP posters, which NAA normally creates and produces and distributes. Craig said we will return a certain amount of money from the original application.

Site Steward Program. The HPF grant for the Site Steward program will cover the costs for four training/workshop sessions, travel, and miscellaneous other expenses. We need to determine and schedule the sessions. Topic possibilities include: site recordation, projectile point typing, and lithic analysis with a flint knapping component, other. We need four topics. Samantha will have to conduct the workshops herself, rather than have others (outside of SHPO) conduct them, as we have been doing.

Liz Russell is a site steward regional coordinator. It has been brought to her attention that

there is a conflict of interest currently with her job, since she is the coordinator but also handles reimbursements. SHPO requests that the NAA find a different way for the reimbursement to be handled, or else to have SHPO take over the job. Craig states that he would like to have the reimbursements stay within the NAA. To do this, we need to identify the conflict, where it occurs, and create a solution with minimal disruption to the existing situation.

Craig and Jeff Wedding both suggest that one way to do this is to have another member of the NAA Board review and approve Liz's expenses for her site steward check for reimbursement. Possibly, we could have Jeff, as grant coordinator, be the one to review and approve Liz's expense reports. Samantha states that Elise at SHPO, Samantha, and Liz will be meeting soon about this. Eva Jensen suggests that Craig ask SHPO first what is acceptable, from their point of view.

Treasurer's Report: George Phillips, in his continuing capacity as official signee on the NAA bank account, provided the quarterly treasurer's report for the period July 1, 2012 through September 30, 2012. The report is included in the minutes as an attachment. The report shows a starting balance of \$17,032.63 and an ending balance of \$22,928.08 for the period. A copy of the checking account statement was included. This week Nancy is supposed to go in to sign the signatory card at the bank. Once that is done, she can sign our checks and George will be relieved of his treasurer duties for good.

Secretary's Report: Within the past quarter, since our last Board meeting in July, 2012, there have been two electronic votes conducted via e-mail. The first vote concerned approval of expenses for the printing of the NAA Journal. There were 9 votes in favor and no votes against the approval. The Board unanimously voted to approve the expenditure.

The second vote was for approval for having the next NAA Annual Meeting at the Mt. Charleston Lodge. There were six assenting and zero dissenting votes.

SHPO News: Samantha Rubinson suggested that instead of giving pins to the site stewards, as has been done for many years, we create a calendar as a Thank You from the NAA and SHPO. She stated that a lot of site steward picnics have not been happening lately and that that is where and when most of the pins were distributed. Eva suggested that NAA Board members continue to hand out the pins, but that they themselves go to the picnics and give them to the volunteers. Karla said she will post the dates of the picnics on the NAA website. There was some discussion about the pins, with some saying that the volunteers really enjoy getting them and wearing them on their field hats and vests, and many have collected and worn them for years.

Samantha also said that starting in January, 2013, SHPO plans to have many more outreach activities and invites NAA to be involved in these. Craig suggested that we get together with the various agencies as well as SHPO to persuade them to let the NAA take more of the site stewards out to agency properties to show them sites and conduct orientation as part of the

grant process/requirements.

Membership Report: Susan Edwards reported that we currently have 103 paid memberships representing 144 individuals. There are 25 new members, 25 site steward members, a little down (24) from 2011. The on-line membership process has some issues. There are empty icons with nothing there. We have had no Pay Pal sign-ups for membership thus far.

Webmaster: Karla Jageman reported that she has not done anything on the website at all lately. She has just been too busy. Our Facebook has had 136 likes. Craig suggested that we have a second person as administrator to help post items on the webpage. Karla says we can do that.

Newsletter Liaison Report: Craig Hauer is the liaison and said he needs to talk to Liz Dickey regarding the newsletter. Eva suggested that we keep putting the membership reminder in each issue. To do that, we need to send it in to Liz or at least remind her to include it. Also, lately we have not been keeping to the correct schedule for getting the newsletter out in a timely fashion. We need to time it so that it comes out a month before each Board meeting so the members know when and where we will be meeting each quarter.

Journals: Geoff Smith said that the latest journal is going out tomorrow. Mark Giambastiani is hoping to round up the papers he needs for the next issue and have manuscripts in hand by January, 2013.

OLD BUSINESS:

1) The Cloud and External Hard Drive. Karla said she will purchase an external hard drive for our NAA archives, journal copies, pdfs, etc. She has been researching them and at our last meeting we voted to approve the cost of getting one.

As for the Cloud, we need to figure out what we want. One type of account is the Drop Box, which allows us to share files with others. There are other types out there. We can get two free gigabytes with Drop Box as a free trial. Jeff Wedding suggested we start with that. We voted to go with a Drop Box trial for up to \$100 cost. We need some way to store our digitized journals, archived Archaeology Month posters, etc.

2) NAA Bylaws: Jeff said these have been revised and are ready to be sent to the membership. Then these can be voted on by members at the 2013 general business meeting in April. Eva thought that we have to send the new bylaws to the Secretary of State of Nevada and to the IRS because of our 501C(3) non-profit status. We will also need to remove Eva's name as Resident Agent from appropriate forms to those entities.

NEW BUSINESS

- 1) **Lifetime Achievement Award for 2013:** We discussed possible candidates for this award. Katherine Olsen was suggested. She worked for 30 years at the Lost City Museum in Overton. Kevin Rafferty, professor at Southern Nevada Junior College, was also recommended. He has contributed steadily and significantly to Southern Nevada archaeology through his yearly field schools and other efforts. Craig suggested that we wait to send an e-mail to the rest of the Board before voting on a candidate.

- 2) **Ting Perkins Award for 2013:** This award is to be given to an amateur archaeologist. Liz Russell's name came up. We voted unanimously in favor of Liz for the award. We need to keep this information out of e-mails to her and out of her copy of the draft board minutes.

- 3) **2013 Historic Preservation/Archaeology Month Poster:** The theme for this year's poster will be the 50th anniversary of the "Big Dig" at Tule Springs. Jeff Wedding has been working on this. He will use the same material from the poster design in the HP/A Month brochures. He has already worked up a possible 2013 NAA T-shirt design, that we can use for our annual meeting.
Craig suggested that we connect the Big Dig idea with the cutting-edge archaeology projects that have come out of Nevada, such as Monitor Valley sites – Gatecliff Shelter, Triple T – as well as Surprise Valley and others. Sue suggested we keep the design and poster simple. Jeff will continue with mock-ups for both.

- 4) **2013 NAA T-shirt design:** Jeff Wedding has already created one and presented it to the Board. We voted in favor of accepting it and having T-shirts made.

- 5) **2013 Historic Preservation Month:** Rebecca Palmer with SHPO will now be in charge of HP Month. Samantha said that organizing and listing the HP Month events last year was very chaotic. So this year Rebecca is in charge. At the NAA, we need event information ASAP to get it all into the brochure in time.

- 6) **Great Basin Alliance partnership and Heritage Areas:** Greg Seymour is heavily involved in both of these things. He passed out papers about them and explained the partnership. We are going to all take time to read and think about it before making a move.

- 7) **The Archaeology Channel:** NAA was contacted about the Archaeology Channel. It involves membership fees of between \$200 and \$1000 per year, which goes to production of podcasts. We have decided to check into this before deciding on joining or not. It might be a good public outreach kind of thing for us.

- 8) **Future Direction of the Journal:** Geoff Smith said he would like to continue being our editor for as long as we want him. He also suggested that the articles for the journal go through a peer review process before being accepted. This would give us better articles and bring greater

respect and status to contributors and to the journal, as contributors could show that their work had been accepted after peer review. Provides a little higher standard. Craig suggested we go with a four-year term for the editor, rather than make it a position with no endpoint.

9) **2013 Annual Meeting Guest Speaker:** Vance Haynes was suggested as Guest Speaker for this year's meeting. We will ask him. We voted and approved up to \$2000 to cover expenses for him, should he accept. Otherwise, funds as needed will go to whoever is the Guest.

10) **Gift Cards:** Lynn recommended that we give \$50 gift cards to Eva Jensen and George Phillips for their long and distinguished service on the NAA Board. We have been doing this for several years now to outgoing officers and other Board members. The Board agreed to do this, with some discussion about what kinds to get that would be most suitable for each person. Gift cards, generic, or for certain places such as Amazon or Barnes & Noble, or... We voted and approved the gift cards, to be presented to Eva and George at the 2013 Annual Meeting.

11) **Next NAA Board Meeting:** The Board chose January 19, 2013 for the meeting, to be held in Beatty, Nevada.

Meeting Adjourned at 7:30 pm.

Respectfully submitted,

Lynn Furnis, NAA Secretary