

Minutes of the First Board of Director's Meeting
72nd Plains Anthropological Conference
Wednesday, October 29, 2014 6:00 PM
Pinnacle Room, Chancellor Hotel
Fayetteville, Arkansas

Present: Mark Mitchell, Amy Bleier, Mavis Greer, Kacy Hollenback, Robert Brooks, Susan Vehik, Marcel Kornfeld, Adam Graves, Matthew E. Hill, Jr., Mark Muniz, Robert Blasing, Sarah Trabert.

Present for Committee Report or Conference Presentations: Laura Scheiber; Jo Ann Kvamme, Kenneth Kvamme, Steve DeVore, Rob Bozell

Not Present: Doug MacDonald, Jeani Borchert, Gerald Oetelaar.

1) Agenda and Annual Committee reports passed out by Mark Mitchell. These included:

- Agenda (2 pages)
- Archive Report (2 pages)
- Bylaws Report (4 pages)
- Conference Guide Book Report (4 pages)
- Membership Report (1 page)
- Website Report (1 page)
- Endowment Report (1 page)
- Student Affairs Report (1 page)
- Resolutions Report (1 page)
- Native American Student Award Report (2 pages)
- Plains Anthropologist Editor's Report (6 pages)
- Nominating Report (2 pages)
- President's Report (1 page)
- Treasurer's Report (32 pages)
- Student Paper Award Report (2 pages)
- Plains Anthropological Society Profit & Loss (2 pages)
- Plains Anthropological Society Balance Sheet (1 page)
- Plains Anthropological Society Statement of Cash Flows (1 page)
- Plains Anthropological Society Profit & Loss Details (17 pages)

2) **Welcome and Call to Order** by Mark Mitchell around 6 PM.

- Mark Mitchell would like to expedite the meeting, but there are a number of issues to discuss.

3) **Approval of Agenda:** A motion was made by Matt Hill to accept the agenda. This was seconded by Mavis Greer and approved by all.

4) **Introduction of New Board Members/Guests:** Mark Mitchell let new Board members introduce themselves. Bob Blasing (or "Mr. Awesomeness" according to Matt Hill) is retired from the Bureau of Reclamation. He worked in Nebraska and Oklahoma. Also was employed by the National Park Service while in school and before that the Forest Service. Sarah Trabert is finishing her PhD at the University of Iowa this year ("We'll see" stated Matt Hill). She is interested in the Protohistoric Central Plains. Gerald Oetelaar was not in attendance. He had a teaching obligation, but would be at the conference for the Business Meeting and second Board of Directors meeting on Friday, October 31. The new members are guests at the First Board of Directors meeting. They will be official members of the Board at the Second meeting.

5) Mark Mitchell distributed the updated Board of Directors Briefing Packet for 2014 (55 pages). There is a charter for the Student Affairs Committee. There are also some other updates.

6) Mark Mitchell thanked Kacy L. Hollenback for taking meeting minutes and filling in as secretary at this year's conference.

7) Approval of the 2013 Minutes of the First Board Meeting: Mark Mitchell motioned to waive the reading of the minutes. Matt Hill and Adam Graves seconded and it was approved by all. Matt Hill made a motion to approve the minutes as distributed to the Board at this meeting. The motion was seconded by Adam Graves and approved by all. Jeani Borchert had posted them online and Mark Mitchell corrected them.

8) President's Report: Mark Mitchell stated that his report would be brief. He would save the state of the organization update for the Business Meeting. Mitchell spent most of his year as president working on the Society's new web site, which was mandated by the Society's 7-year publishing agreement with Maney Publishing. Mitchell stated he would defer his discussion and description of web updates and the transition from the University of Oklahoma servers to the University of Iowa under the domain name <http://plainsanthropologicalsociety.org/> to later in the meeting. Mitchell also worked closely with Maney Publishing to update and correct the distribution lists. A motion was made to approve the President's report by Matt Hill. It was seconded by Amy Bleier and approved by all.

9) Treasurer's Report: Adam Graves reported the Plains Anthropological Society is in good financial standing. He noted that the Society's accountants changed their name from Micek and Crouch, P.C. to HBE Becker Meyer Love, LLC. This is the same Certified Public Accountant, but the name will be different next year when the Society reports on taxes.

The bylaws require an audit every year (taxes require one every other year). This year's audit was put on hold by Mark Mitchell. There was some discussion about whether the Society required an audit every year or something different. This discussion was put on hold until a little later in the meeting.

Graves reported that at the beginning of 2014, PAS had total assets of \$145,731.14. This is a large sum for an organization with an annual operating budget between \$30,000-\$40,000. This figure was up \$48,578.14 from 2013. It does not, however, take into account all outstanding expenses for 2014. No charges from Maney Publishing have been filed for the year.

The liquid assets of PAS are held in an account at the First Northern Bank of Buffalo in Buffalo, Wyoming. Graves suggests moving the account to a National Bank such as Wells Fargo or Chase and urges the Board to discuss this proposal. It would allow better access, noting that the Society's President is only in office for one year. A national bank would make it easier to have the president be a signatory on the account so there is more than one. At present, only the Treasurer is the signatory.

PAS Income and expenses for the year were summarized in a table in the Treasurer's Report. Graves noted a \$4,225.78 gain for the 12 month period. He noted a week ago it was \$12,000. Augustums Printing Service was paid for recent work on 2013 issues. Graves again noted that Maney Publishing has not submitted a bill for the year yet. With the move to Maney, the Society is expecting a bit of a loss. Graves expects to be in the negative once Maney submits charges. Mavis Greer and Marcel Kornfeld indicated that the Society should be charged quarterly. Marcel indicated that they have printed 3 (almost 4) issues in 2014. Mark Mitchell states that it is our responsibility to have a payment schedule that is predictable, even though our cash flow is not predictable. Mark stated we need to get information from Rachel Young at Maney, who is out of contact until Tuesday.

PayPal income as of October 27, 2014 is \$16,526.10 with \$456.95 in fees. Last year (2013) income was \$14,713.65 and fees were \$411.22. These numbers indicate that more people are turning to online registration for membership. Graves noted that for those who wrote checks, membership was \$65. Because of PayPal fees, those who pay for membership online pay \$67.

PAS membership as of October 27, 2014 was 399, up by 28 from 2013. Graves expected more memberships for 2014 from the conference. He felt requiring conference presenters to be members of the Society has had a positive effect for renewal and new memberships. However, many of the new memberships from last year's conference (2013) were not renewed unless individuals were presented at this year's conference. In total there are 85 student members, 29 foreign members, 23 joint members, 281 full members, 29 lifetime members, and 112 new members in 2014. The latter were related to those people giving papers/posters in Fayetteville. Graves observed that the society will see a lot of turnover with the member/presenter requirement. An issue will be how to attract and maintain members. Matt Hill then asked if this is an issue related to where we hold conferences. Susan Vehik said yes. Mark Mitchell and Amy Bleier both noted that the limiting factor is people who volunteer to host the conferences. It is hard to get volunteers. Mark noted that the 2014 meeting has between 275-300 individuals in attendance, compared to the 500 last year in Colorado. Adam Graves noted that our total number is not going up and down, student members especially. Bob Brooks observed that we had had three or four bad years. Susan Vehik proposed that the solution would require us to model the SAA and only hold the conference in certain cities. Adam Graves asserted that we are a different organization and people are coming to meet with friends. Brooks stated that the SAA thing probably would not happen. Graves highlighted that the 399 membership number is way down from past years. His explanation is that Maney Publishing now controls institutional memberships, for which they are charging more. We no longer control what are known as "subscriptions." There has not been a financial impact because of the increase in price. Graves also pointed out that another explanation for the drop in membership from past years was a lag in renewal notifications. In 2013, Mavis Greer was on the ball. The notifications/reminders led to an increase in renewals. Graves suggests that right after the holidays notifications should be sent to the membership. In the past, these reminders have come from the treasurer, but he urged that the board should consider having the membership committee take responsibility for reminders.

Last year, the board agreed to pay a person to be a temporary assistant to the Treasurer and transfer member information, etc. into Quick Books and clean it up. PAS was supposed to be charged \$1500. Graves reports that Quick Books works great. It tracks payment dates, user names to log in to website, and can easily update contact information. Furthermore, information can be backed up, we can print attachments, scan receipts, etc. that makes accessibility to financial data for the CPA easier. Additionally, next year there will be a 2 year federal audit. Quick Books will make it easier.

The 2013 Plains Anthropological Conference registration in Loveland, Colorado totaled 494. Total revenue was \$67,731.65. Total expenses were \$67,731.65. Jason LaBelle did well fundraising down to the cent. According to Mark Mitchell, he asked the University to make up the difference. The Plains Anthropological Society cash advance of \$3,000 to conference organizers to be used as seed money was not returned. LaBelle thought it was a donation. The board thought it was worth it as an investment.

At this point in the meeting, Graves noted that the board needed to discuss annual audits or compilation engagements. Mark Mitchell requested that the discussion be deferred.

Next Graves moved to discuss the transfer of PAS bank accounts to a national bank such as Wells Fargo. Mitchell acknowledged that that should happen, but that there were many things to discuss and the board should defer such a discussion. Mitchell instead raised several questions from the Treasurer's Report and Handouts.

Question 1: Referencing page 7 of the “Profit & Loss: January through October 25, 2014” handout, Mitchell observed that the PayPal charges for many individuals were \$67.00. Membership is \$65 and PayPal charges the Society a 3% fee. However, in the handout nowhere is there a debit for the PayPal fee charge. The Society only gets \$65 and PayPal takes their money before we get ours. So the reporting of \$67 profit with no debit of the PayPal fee will be problematic in our accounting. Mitchell noted that we need to reconcile the bank statements. We also need a PayPal expense category. Graves responded that PayPal sends a bill. Mitchell indicated that they do not. They take their fee at the time the member makes a payment. The way it appears in QuickBooks currently seems like an overbooking of our income.

Mitchell’s next question related to pages 13-16 of the “Profit & Loss: January through October 25, 2014” handout. He wanted to know what the “Program Service Fees” category was, which for most members ranged from \$1-\$3. It is booked as income. Both Mark Mitchell and Matt Hill wanted to know what they are.

Another issue noted by Mark Mitchell, he purchased a lifetime membership for the Society in September. It appears in the accounts in March for \$977 (see page 9 of the “Profit & Loss: January through October 25, 2014” handout). Rebecca Hawkins paid \$1000 on October 13th (see page 13 of the “Profit & Loss: January through October 25, 2014” handout). So, a PayPal fee was deducted from Mitchell’s membership but not Hawkins’s.

Adam Graves responded to these issues stating that they are a reflection of the categorization in QuickBooks. He also indicated that there was \$40.76 in PayPal fees in the report before the committee that was not in the report he had sent Mitchell the previous Saturday. At this point there was discussion among many board members. Graves clarified that revenue versus expenses are reported here. The Society is transferring \$67. Mitchell stated this seems like a problem, the society should only be reporting \$65+ for each membership. He then asked if the \$3500 recently paid to Augstums Printing Services for pre-payment in late August-September was reflected in the report in front of the board. Also the \$10,000 more for printing does not seem to be in the report, is it because it was multiple payments? What about the \$1,200-\$1,400 for the domain name to Iowa? The rewards (i.e., student paper, Native American, etc.) are also not reflected for 2014.

At this point, Susan Vehik wanted to know if the Society had purchased Quickbooks as a onetime thing or if it required a monthly fee. Adam Graves informed her that the Society had purchased the program. Susan’s response was, “so we don’t have a report this year?” Adam “no.”

Marcel Korfeld then asked “Can Adam email all of us?” Adam responded that we have volunteers pulling together the information, then the accountant goes over it.

Mitchell noted at this point that the Society in the draft report before the board reported over \$140,000 in assets, but that in the minutes for the 2013 board meeting close to \$258,000 in assets was reported. Where is the discrepancy? There was a \$28 k loss due to printing in the 4th quarter. Yet we have an income of \$42-45k. The numbers are problematic.

Vehik then asked when the Society was next being audited. Mitchell indicated it has been put on hold after talking to the auditor. Vehik then said “we don’t know how much we have?” Mitchell responded “seems to be the case.” Vehik’s solution was to have a discussion once the board has the auditor’s report, which can be disseminated over email.

Mitchell wants to have a discussion about financial issues in a bit. He proposed to defer the approval of the Treasurer’s Report.

10) Editor's Report: Marcel Kornfeld passed around a two page handout indicating that it was the "Joe Friday" version of his report—"Just the facts." *Plains Anthropologist* is in good shape. This is the "good." There are currently 34 manuscripts and 2 memoirs in review or revision, which will carry the journal well into 2016. Most submissions have and will require multiple revisions, however. Two submissions are currently available as "advanced articles." These are submissions that have been accepted for publication and are in the galley stage. They are made available on the publisher's web site and considered published at this point. More are coming. The editorial staff has been primarily focused on getting all of the 2013 issues out and the journal caught up.

Mark Mitchell then announces that the journal is caught up. Everyone applauded. Marcel responded with "I had a lot of help."

In terms of the "bad," Marcel observed that it took two years to get *Plains Anthropologist* caught up. The last of the 2013 issues should have been received by the membership in October of 2014. The last of the 2014 issues will be out either on schedule in November or soon thereafter.

The "ugly," of the editor's report is that Marcel admitted he made some mistakes he regrets, but they are moving forward.

Plains is still transitioning to Maney. There are manuscripts that came in before via email. They are a pain. But there are very few left.

The journal has lost a lot of words. When the volumes had a double-column layout there were 800 words on a page. With the move to a single column of text, there are 600-650 words on a page. With the transition to Maney Publishing each article has 500-550 words to a page.

Marcel had accepted a number of longer articles to get caught up because there had been fewer submissions (but they were not really that long). Marcel would like to seriously consider moving to shorter articles. Perhaps with an 8,000 word limit.

There are a number of discrepancies, such as formatting, word limit, etc. The editorial staff will spend the next year getting the new rules with Maney set.

With the last issue of 2013, there were extra mailing costs. Maney wanted the last issue out as soon as possible. Therefore, it was a combined issue (a memoir). It weighed 14.6 oz. 13 oz is the maximum for non-profits. It cost \$1,400 or \$1,500 more. Additionally, foreign folks have to have a custom form filled out prior to receiving it. Augstums is filling these out by hand.

Something new that is being tried at the conference, the editorial manager will hold a demonstration on how to submit manuscripts online through Maney's webpage. Allison Grunwald will hold the workshop and show how the page works. Amy Bleier commented that that is a great idea and we should do it again at next year's conference in Iowa City.

Marcel took a moment to recognize Mary Adair and Linea Sundstrom. He had had some issues, a conflict of interest specifically as editor. They took over for those submissions.

Lastly, Marcel noted that the graph "Articles Submitted per Year to *Plains Anthropologist*" appears to reflect a decrease in submissions for 2014, compared to 2013. He wanted it made clear that this chart does not reflect the number of articles in the two memoirs that had been submitted, which included between five and eleven articles in each submission. If these had been included, then submissions would be up.

There were not questions for Marcel. Susan Vehik moved to approve Kornfeld's report, Matt Hill seconded the motion. It was approved by all.

11) Standing Committee Reports:

Bylaws Committee: Amy Bleier reported on the proposed set of bylaw amendments that would 1) facilitate increased electronic communication in the Plains Anthropological Society, and 2) make the chair of the student affairs committee an *ex-officio* member of the Board of Directors. With regard to electronic communication, suggested changes include e-voting, more contact with the membership through e-mails. Amy also requested that the suggested bylaws changes related to all electronic notifications be printed in the first or second issue of *Plains Anthropologist* in 2015. Mark Mitchell added that we might have some others to be printed as well. Mitchell went on to state that he had dropped the ball on the move to change from printed mail to e-mail. However, the problems with getting and updating email addresses for members gave pause. The membership table at the conference was moving to get current email addresses of people.

Conference and Handbook Committee: Amy Bleier noted that the committee made some suggested changes, which are noted in the report. These changes include things like: presenters at the Plains Conference must be members; sponsorship; hyperlinks with the webpage hosted at Iowa and the Facebook page; and the conference website dedicated for this conference and future conferences, which was developed by Ken Kvamme. Matt Hill mentioned that he would use the website, but that he might not be able to use the "money part."

Distinguished Service Award (DSA) Committee: Susan Vehik announced there were no nominations for the distinguished service award this year. Several people had indicated that they were going to nominate individuals, but none of these came to fruition. Susan suggested that we might send emails out in addition to the announcement in *Plains Anthropologist*. Someone asked "do we ask too much?" in the application materials.

Endowment Committee: Kacy Hollenback reported on this Committee. There was not a lot of activity this year. She spent most of her time attempting to determine what the origins and purpose of the endowment were and how much was in it. In 2013, there was discussion about the Endowment Fund. Adam Graves then indicated that it was not currently held separately from the general fund. The Board thought this needed to be separated and invested independently of our other account. This did not change in 2014. It was again argued that the endowment should be moved to its own account and the focus of the committee should be to actively raise more funds so that the endowment generates enough interest to fully support awards given by the society.

In 2013, a line was put on the membership renewal form allowing individuals to donate to the endowment fund. A button was also added to the website for donation. It was determined that a written description of the endowment fund and its purpose needed to be added to both the renewal form and the webpage. Also, check boxes could be created so that individuals could indicate what they wanted their donations used for (i.e., Student Paper Award, Native American Student Award, etc.).

Membership Committee: The membership committee report is obsolete based on the numbers presented by Adam Graves. Doug MacDonald, the chair of the committee, is not in attendance. Mark Mitchell will report more on Maney later. The board did discuss the survey that was undertaken last year. It was determined that the membership's current emails are problematic. This is currently being addressed.

Matt Hill asked if the survey could be re-sent at the end of 2014. JoAnne and Ken Kvamme had added questions to the survey to aid in planning the conference in Fayetteville. Mark Mitchell indicated to Matt

that he could also refine questions on the survey for the conference in Iowa in 2015. It was argued that the survey should be changed for a better response rate from the membership.

Resolutions Committee: Amy Bleier reported on the resolutions. (See attached resolutions) She indicated that names were added to the memorial and could be added until Friday when they would be read at the banquet.

Student Affairs Committee: Sarah Trabert reported on the activities of the committee. They need a list of current student members. There were 57 in 2013. Over the past year, they created a voluntary listserv for student members. Roughly 46% joined. They will seek to attract more students in the future.

A survey was undertaken in 2013-2014. Results indicate that students want more funding. They would like a student poster award in addition to the student paper award. Additionally, research or small travel grants were requested. Sarah stressed that the amounts of the awards do not have to be large. Just something small to encourage student participation.

One challenge facing the Student Affairs committee is that all three student members are finishing in 2014-2015. There needs to be new student members. One existing member will stay on to help with continuity.

The goals of the committee are to reach out to students. The committee would like to match up with the Plains Anthropological Society Facebook page. Amy Bleier will add committee members as administrators.

The committee needs a concise list of student needs. There will be a student session at this conference on Thursday from 4-5 pm. It is hoped that some of this will be accomplished then.

Student Paper Award Committee: Laura Scheiber submitted her verbal and paper report. There are 8 members on the committee. This ensures a diverse range of judges. This year five students submitted papers for the award. All were graduate students. Three students were from the University of Arkansas. Last year it was determined that to improve the quality of student papers, the committee would require advisers to sign off on the submissions stating that they had supervised the students. Laura followed up with the five academic advisers this year. Last year's students were given comments on their papers by the committee. They will attempt to continue this practice in the future.

Issues to address are: 1) how to attract more papers and 2) how to get winning papers turned into submissions to *Plains Anthropologist*.

Last year the committee addressed the board and requested that students be allowed to participate both in the student paper competition symposia as well as organized symposia—effectively presenting their papers twice. This has been an issue for attracting students to the competition. Many prefer to present in themed or organized sessions. Having students present twice is an issue, however, for conference organizers. Matt Hill has agreed to talk about this issue with Laura Scheiber for the Iowa meetings in 2015.

Web Site Committee: Bob Brooks presented his report to the Board. Last year there was a great deal of discussion about the transition to Maney. The committee tried to keep the web site at the University of Oklahoma. However, the in-house server could not do what Maney required. There was then consideration of moving the web site to off-site servers. The problem is the cost would be considerable.

The solution is to move the website to Iowa. There is an upfront cost and then an annual fee. But it is the most affordable option. Mary Ann Drass and Mark discussed the move to Iowa in detail and determined that the costs would be recovered in 2 years and 3 months. This decision makes more sense with the needs of Maney and the Society.

Bob stressed that there will be a transition phase. A redirect will be placed on the OU web site that will link to the new site at Iowa. This will be done in two weeks.

Mary Ann wants someone else to do the updating and management of the site. She has done it for a long time at Oklahoma.

The board took a break at this time. However, during the break merging the Facebook pages was discussed as something that should be undertaken in the upcoming year.

Old Business:

- 1) **Back Issue Distribution of *Plains Anthropologist*:** The Plains Anthropological Society can sell any of Augustum's issues of *Plains*. Maney will sell their own. The web site will need to be amended to reflect this. Marjy Duncan or someone else will be charged with this task.
- 2) **Listserv for Members:** This will not be necessary if e-mails can be sent to the general membership through the web site.
- 3) **Electronic Publishing of Meeting Minutes:** We need to do this, but just have not been doing it. We will do this in the future.

Marcel asked if we should also publish the bylaws online and in the journal. If pages are tight in the journal, then we need to definitely make sure we at least publish them online.

- 4) **Lifetime Membership:** There has been a proposal to increase the \$1,000 price of the Lifetime Membership to \$2,000. Over 15-16 years, this would come out to \$67 a year. This price was proposed as to not cause a "run" on lifetime members. It was meant to be a better reflection of the actual cost to the society.

Currently, we have 27 Lifetime Memberships with Maney. New ones, such as Mark Mitchell and Rebecca Hawken will come out of the "freebies" we get every year. At present, the number of freebies per year is 13, including three for society use and 10 for promotion.

At this time, there was a discussion among the board members of a \$2,000 cost for new lifetime memberships. There seemed to be a general consensus that \$2,000 would be too much at this time.

Native American Student Award: Mark Muniz presented the committee report for Jeani Borchert who was receiving an award in Washington, D.C. The committee consisted of Jeani Borchert, Mark Muniz, Greg Wermers, and Jaquelin St. Clair. There was a good number of applicants from around the Plains this year, eight total. Mr. Justin Lund (Navajo) was this year's winner. The higher ranked students had an emphasis on biological anthropology and sociolinguistics, not strictly archaeology. Details about all students can be found in the committee's report.

A few questions were raised during the 2014 selection process. Can previous winners reapply? Ms. Royce Freeman won the award in 2012 with her research on language revitalization. Should she be eligible?

Marcel Korfeld suggests adding language to the call for applicants that states "students may apply if they have previously won the award; however, it may count against you."

Another question raised was whether there should be separate graduate and undergraduate student awards. Undergraduates cannot compete with graduate level research, but there have been many excellent undergraduate candidates. There seemed to be general support for this, but no vote was taken.

The issue of tribal affiliation and enrollment requirements for applicants was raised briefly. This issue was discussed at the Board meeting in 2013, when Jeani Borchert reported that she had received inquiry into our enrollment requirement. Do applicants have to belong to Federally Recognized Tribes? This issue was not discussed in greater detail. It was left to the committee to discuss. Mark Muniz will need to make sure this is clear on the call for applications.

The final issue raised was whether applicants must attend a university on the Plains to apply for the award, or if they must be undertaking Plains research to be eligible. There was some general discussion of this. Given that schools outside the Plains (i.e., Indiana and Arizona were both mentioned) have Plains foci now, and traditional Plains schools have less of an emphasis on Plains research, no one thought this needed to be a requirement. Several individuals argued, however, that either the research should be related to Plains anthropology, or should benefit indigenous Plains groups in some way. Otherwise, there are other organizations these students can apply to for funding. Someone called for more data to resolve some of these issues (i.e., lists of Plains groups).

Nominations Committee: Mark Muniz presented the report for the committee, which consisted of Rob Bozell and Bonnie Pitblado. Things went well this year. It was comparable to last year in return. 158 ballots were received. A key need is the ability to vote electronically.

Nineteen nominees were suggested by board members or the nominating committee. There was gender and professional type representation. Details are included in the committee report. No nominees were presented by the general membership.

Suggested nominees were contacted. Mark thanked Matt Hill for the template that was used by the committee in 2013. Those willing to run included: Bob Blasing, Edward Knell, Gerald Oetelaar, William Reitze, Frederic Sellet, and Sarah Trabert. Blasing, Oetelaar, and Trabert were elected.

Ex Officio Student Member of the Board: Sarah Trabert's election raised the issue of the *ex officio* student member of the board, which was begun in 2013 as part of the ad hoc Student Affairs Committee. Sarah is the *ex officio* student representative in 2014. It was decided that this issue should be taken up at a later date. It will require a proposal and bylaws change to be official. Additionally, the student committee needs to figure out what their purpose is.

Digital Board of Directors Election: With regard to a digital Board of Directors election process, there was unanimous agreement that this needs to happen. We need to do it because it cost \$689 for ballots and mailing. Mark Mitchell indicated this will be easier once the email addresses of the membership and new web site are updated.

Back Issues Distribution: Marcel Kornfeld discussed the issue of back issues of *Plains Anthropologist*. There is an overabundance of back issues of the journal according to Marjy Duncan and Marcel. It has been proposed that sets of back issues be given to the Student Paper Award participants. It was also proposed that a silent auction be held. This topic was raised because of storage and moving issues.

Current and Future Conference Updates: All of the organizers of the current, future, and proposed conferences came to the Board meeting to present on the status of their planning activities. Ken and

JoAnn Kvamme were entangled in current conference activities. This portion of the meeting started with a discussion of next year's conference.

The 73rd Annual Plains Conference will be held in Iowa October 13-17, 2015. Information was presented by Matt Hill. It will be at the Downtown Sheraton. The banquet speaker that was approached and had agreed to participate in the event cancelled. They are still working out the tours. The registration fee will be higher than in years past. It will now be \$125-\$130. Later registration fees will also increase. The Iowa organizing committee must go through the university, specifically the University Conference Center. It requires a significant fee, but it will help with conference planning. A list of past sponsors would be useful in raising funds for the 2015 meeting.

The team from Lincoln had not yet arrived at the meeting, so Mark Mitchell presented information on the proposed meetings in Tulsa, OK for 2017. The Tulsa meeting would be held jointly with the Southeastern Archaeology Conference (SEAC), an offer extended by Thomas Foster. Mark will be attending a meeting on Thursday at 3 p.m. to listen to a presentation. This will be the 75th annual meeting. It is estimated that the Plains membership would only make up 25% of the total attendance at the joint meeting with SEAC. No one in Tulsa has stepped forward to be boots on the ground. Mavis Greer points out it would require organizing from afar. She is hesitant because they do not seem to be organized or very communicative. Amy Bleier has reservations because SEAC is only archaeology. We want to encourage more four-field participation in the Plains Anthropological Conference. She notes that it could be in Bismarck instead. Susan Vehik raised the issue that with past joint meetings, there have been problems with profit sharing. Both Bob Brooks and Mavis noted at this point that the 75th will be an important anniversary for the Society. Sharing the conference with SEAC would take away from that. There was general agreement with these comments. Mark Mitchell responded by indicating he would thank Foster but respectfully decline.

At this time Marcel Kornfeld indicated a possible Laramie pitch for the 2018 meetings.

Ken and JoAnn Kvamme came in to the meeting to present on the current conference in Fayetteville. JoAnn indicated that they should come out \$5,500-\$7,000 in the black after giving back the \$3,000 loan. 250 people preregistered for the conference. There are 167 papers and 28 sessions.

The proposal for the 74th Plains conference in Lincoln was postponed because DeVore was not yet present. The board shifted to a discussion of new business, specifically the need to change how membership data is manipulated (discussed below). The Lincoln pitch will be presented here for the sake of continuity.

Steve DeVore and Rob Bozell reported on the 2016 Conference being planned for Lincoln, NE. Jay Sturdevent was not able to be present. There are tentative plans for October 12-16, 2016, the second week in October, at the Holiday Inn. The University of Nebraska signed the paperwork. Matt Hill indicated that he would CC the organizers on the Survey Monkey template in case they want questions added.

The conference handbook is on the website.

Matt Hill reported that they would use the "front end" of the conference website developed by the Kvammes. However, he would need to change the billing end. It will have to have a budget line. Money collection has a monthly fee.

The society gives a \$3,000 loan as seed money to the conference organizers. This sum may need to increase.

New Business:

Membership Data Management: Mark Mitchell raised a discussion related to the need to change how membership data is manipulated. Currently, when an individual becomes a member or renews, there are one of two ways of receiving payment. If the individual goes online, he or she pays on Paypal. Adam Graves is then sent an e-mail. If the membership is submitted with a check, it is sent to a PO Box and eventually is forwarded to Adam. Once Adam receives these, he does everything.

With the new website, people will be asked to update their own information. This will alleviate some problems (i.e., addresses).

Mitchell proposed to change how the flow of money goes. Instead of the burden falling heavily on the Treasurer, Mark suggested the emails and checks first go to the Membership committee who can aggregate the money and update membership status, etc. Then money can be sent to the Treasurer for accounting and deposit. This is how the Colorado Council of Professional Archaeologists does it and it seems to work well.

Currently the Maney mailing list is the same as the Iowa database. The database as it is requires constant weekly attention. The Membership committee can help with this. It should not all fall to the Treasurer.

Maintenance of Website and Update Process: MaryAnn has retired. Bob has chaired the website committee for years. The website is no longer in Norman, OK. It is now in Iowa. A new chair is needed. Matt Hill indicated that he needs to talk to the hosts before agreeing.

Mark Mitchell indicated he will demonstrate how to use the new website at the Business Meeting.

Membership Recruitment and Retention: This portion of the meeting was skipped. The meeting had gone quite long at this point. It was very late.

CRM Award: Mark Muniz proposed the Plains Anthropological Society give out an “Applied” award, to be given for an outstanding archaeology compliance project or report. It was also suggested it could be given to companies themselves. There was general interest in such as development. Amy Bleier pointed out there could be a sponsored session at the meetings in which applicants work would be showcased.

A lively discussion ensued at this point. Matt Hill indicated he would like to see a proposal. There were some general concerns among the Board about this being a called a “CRM Award.” Kacy Hollenback argued that this would limit the view of “applied research” only to archaeology. We are a four-field society and trying to encourage greater participation by cultural anthropologists, linguists, and biological anthropologists. All of the other subfields also have applied applications. Additionally, not all applied research is carried out by for-profit companies. There are non-profit organizations as well. Should Park Service or State Agency applied work be considered? Susan Vehik suggested a solution might be to call it the “Public Anthropology Award.” This would not limit consideration to one subfield and CRM companies could apply.

It was proposed that Mark Muniz form an ad hoc committee to explore the possibility and consider some of these issues. Matt Hill, Gerry Oetelaar, Amy Bleier, and Kacy Hollenback volunteered.

Audit vs. Compilation and Financial Controls; Financial Review Committee: Mark Mitchell raised the issue of how the Society undergoes financial review on a regular basis. Both an audit and compilation are reviews that certified public accountants (CPA) undertake of an organization’s books. Audits are more detailed and expensive. An audit is written into the Society’s bylaws. We have to do an audit this year.

The PaleoCultural Research Group (PCRG), a non-profit, does compilations. So Mitchell has a familiarity with this type of review as well. In an audit, the CPA certifies the review. With a compilation, the CPA goes over the books but it is not certified.

Currently, there is a lack of financial controls in the organization [Plains]. It is not fair to the treasurer that we have no rules. Tomsyck was the treasurer for a long time, which resulted in the current situation. The Society needs rules for the treasurer. It pushes fiduciary responsibility off the Board and on to the treasurer. We need to create rules and establish what are the categories (i.e., need a separate endowment fund). Mark proposed an ad hoc financial review committee that would come up with guideline.

Marcel inquired whether the committee could decide when we need an audit and when we need a compilation. Adam Graves responded that we need an audit every two years according to our bylaws. Mark Mitchell then indicated that the broader issue here is one of financial control and our financial duty as the Board.

Mavis proposed that the committee look at where we are incorporated and explore what they require.

Mark noted that this is not about micromanaging, but about basic responsibility to the organization.

In relation to the ad hoc financial committee, Amy Bleier asked Mark Mitchell to Chair the committee. He accepted.

Treasurer Election: Adam Grades was elected in 2011 as the Plains Anthropological Society's Treasurer. The bylaws state that the Board appoints *ex officio* officers. These include the editor of *Plains Anthropologist* and the treasurer.

Mark Mitchell reported that the Board can appoint an individual or put out a call to identify individuals who might be interested in the position and qualified. Mark nominated Chris Johnston. Kacy Hollenback seconded the nomination. Other board members, such as Susan, Mavis, and Marcel want more information (i.e., a CV). Marcel wants announcements to be made and to ensure that the appropriate procedures are followed. Mavis asked for an opportunity for the Board to consider the proposal and stressed a need for more background information.

At this point in the meeting, Adam Graves stated his interest in continuing as treasurer. Mark indicates the Board will need to defer to a vote. Marcel proposes setting up the process. Mark indicates more individuals can be nominated via e-mail.

Adam Graves' current term goes until January 1, 2015. The Board can wait to discuss the issue more and identify other interested parties, but we need to make sure there is not a gap. Therefore, we need a date for the closing of nominations, a defined period of debate, and a date for the vote.

The membership can be emailed or an announcement can be made at the Business Meeting that the Board will take nominations for other candidates for treasurer. Mark Mitchell will make the announcement at the Business Meeting on Friday, October 31.

Currently, the 2 nominees are 1) Chris Johnston, and 2) Adam Graves.

Mark will get CVs from both. He proposed December 1, 2014 as the date for the close of nominations and December 5th for the Board vote.

Mark Mitchell made a motion to **adjourn**. This was seconded by many individuals and approved by the Board. The meeting was adjourned just before 11 pm.