

ARCHAEOLOGICAL INSTITUTE OF AMERICA



## AIA BULLETIN

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# Governing Board

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## Award Citations

The 106th Annual Meeting of the Archaeological Institute of America was held January 6–9, 2005, in conjunction with the American Philological Association, in Boston, Massachusetts. At that Meeting, the Archaeological Institute of America presented several awards to distinguished recipients.

### **GOLD MEDAL AWARD FOR DISTINGUISHED ARCHAEOLOGICAL ACHIEVEMENT**

The Gold Medal for Distinguished Archaeological Achievement was awarded to Lionel Casson. Jane C. Waldbaum, President of the Institute, read the citation and presented the award.

#### **Lionel Casson**

The sea has always bulked large in our perception of the ancient world of the Mediterranean and the man that we honor today has for nearly fifty years bulked large in the study of this world and the ships that sailed upon it. A fine maritime historian and scholar of Greek and Latin Literature, Professor Lionel Casson began his studies of ancient ships in the 1950s with several articles that brought to the attention of the scholarly world important pieces of relief sculpture that show how ships were built—especially the shell first construction—and how new types of rigging like the fore and aft sail had come into the western maritime tradition long before the Arab lateen sail. Other scholars like Cecil Torr in the late 19th century had begun to gather material for a study of ancient ships, but no one had carried it forward. In the 1950s the increased use of the newly invented aqualung allowed archaeologists to begin to investigate actual ships' remains. Professor Casson was the first to integrate this new archaeological information with our knowledge of ships from ancient literature, epigraphy, papyrology, numismatics and iconographic sources. *The Ancient Mariners*, published in 1959, first made the maritime story of the ancient world available to both the scholar and to the non-specialist. At the same time the growing field of underwater archaeology found a staunch academic supporter who was always willing to provide advice to the archaeologists, visit their excavations and participate in many international conventions. Casson has provided maritime archaeology with its scholarly foundation. His gift of communication has made this exciting world accessible also to the layman.

Among his some twenty-three published books, *Ships and Seamanship in the Ancient World*, first published in 1971, is perhaps his crowning achievement and still remains today the most cited book in maritime archaeology of the Mediterranean. Expanding enormously on Torr's study and providing good translations of all Greek and Latin texts, the book surveyed the ancient world from Egypt to the early Byzantine period and is still the first resource one goes to with a question about ships and the sea in antiquity.

In World War II (1942–1946), Lt. Casson served in the Department Of Naval Intelligence where he was trained in Japanese to interrogate Japanese prisoners of war. Casson's scholarly career from undergraduate, graduate through his teaching career from 1936 through 1979 was spent at New York University where he is now Professor Emeritus. He served as chair of the Classical Department on two occasions. His first major book was on the papyrological discoveries at the excavations at Nessana in Egypt in 1950 and his most recent is the very well reviewed study of libraries in the ancient world in 2001. Besides his many books, Casson has published some 75 scholarly articles and some 25 articles in popular journals. Besides *Ships and Seamanship*, other particular highlights for the scholar are his commentary on the *Periplus of the Red Sea* and *Travel in the Ancient World*. Particular highlights for the lay reader are his *American Heritage* publications on daily life in the ancient world. Casson further reached a lay audience through his popular educational television show, "Sunrise Semester" in New York in the 1950s. In the first exploration of the Deep Sea using robots in 1989 with the "Jason Project" that reached about 225,000 school children, Casson participated in the training program for teachers in both the USA and Canada. He also was the key scholar who brought the National Endowment for the Humanities grant to the AIA in 1996–1997 for a summer program for high school teachers on ancient trade and led several seminars. Casson has been a Guggenheim Fellow several times, a

Senior Fellow for the National Endowment for the Humanities, and Andrew W. Mellon Professor of Classics at the American Academy in Rome. Casson has also served on the editorial boards of both *Archaeology* and *American Neptune*.

Throughout his very long and distinguished career Lionel Casson has been a constant source of friendship and intellectual support to his colleagues in the field, walking the Roman harbor installations at Cosa or Pyrgi or advising on the deep water discoveries off Skerki Bank. In gratitude for his many remarkable contributions in teaching, publication and in bringing a nascent field, maritime archaeology, to greater public awareness, the Archaeological Institute of America takes great pride and pleasure in awarding Professor Lionel "Jimmy" Casson its gold medal for distinguished archaeological achievement.

### POMERANCE AWARD FOR SCIENTIFIC ACHIEVEMENT

The Pomerance Award for Scientific Achievement was awarded to Jane Buikstra. C. Brian Rose, First Vice President, read the citation and presented the award.

#### Jane Buikstra

The Archaeological Institute of America is proud to name Jane Buikstra as the recipient of the 2005 Pomerance Award for Scientific Contributions to Archaeology. Professor Buikstra is a founder of the study of bioarchaeology—a field that combines forensic anthropology, paleodiet, paleopathology and the study of their social dimensions, especially as regards mortuary behavior. She is well known for contributing to our understanding of the biological impact of European colonization in the Americas. Her research emphasizes the intensive study of prehistoric skeletal populations, emphasizing both micro-evolutional change and biological response to environmental stress. The book, *The Bioarchaeology of Tuberculosis: A Global View on a Reemerging Disease* (2003), that she co-authored, is considered a classic. She has conducted field research in Argentina, Brazil, Canada, Honduras, Peru, Spain, Turkey and the United States and has coupled these field studies with intensive laboratory research. The research achievement we celebrate is based in part on her versatility and skill in adapting a wide range of scientific techniques to bear on biological problems. For instance, she has used radiographic, microscopic and chemical analyses to study osteological remains; strontium isotopes to study prehistoric migration and mortuary ritual; and carbon isotopes to study paleodiet and agricultural intensification. Professor Buikstra has been a pioneer in the reconstruction and interpretation of bone preservation and modification in a variety of soil conditions. She has studied the relationships of paleodiet and nutrition to variations in status, gender, bone pathology, and even hair chemistry.

Early in her career, she helped establish guidelines for licensing professional archaeologists. As one of the editors of the monograph, *Standards for Data Collection from Human Skeletal Remains* (1994), she aimed to establish forensic standards. Her research ranges from a historic North American cemetery (described in the 2004 edited volume, *Never Anything So Solemn: An Archaeological, Biological and Historical Investigation of the 19th Century Grafton Cemetery*) to elaborate ancient Maya tombs (detailed in a co-authored chapter entitled "Tombs from Copan's Acropolis: A Life History Approach," in the 2004 edited volume *Understanding Early Classic Copan*). As an advisor at the American School of Classical Studies in Athens she helped shape a new direction for the laboratory, mentored students, and authored the soon-to-be published article, "Bioarchaeological Approaches to Aegean Archaeology."

Professor Buikstra has conducted seventeen projects in the American Midwest since her graduate research at the University of Chicago, where she received her M.A. in 1969 and a Ph.D. in 1972. Her doctoral thesis was entitled, "Hopewell in the Lower Illinois River Valley: A Regional Approach to the Study of Biological Variability and Mortuary Activity." From 1970 to 1984 she taught at Northwestern University, and was a Resident Scholar at the School of American Research from 1984–1985 and a Research Associate at the National Museum of the American Indian from 1983–1986. She has been a Research Associate at the Field Museum of Natural History since 1981. From 1986 to 1995 she was Professor of Anthropology at the University of Chicago. In 2003 she was awarded a George E. Burch Fellowship in Theoretic Medicine and Affiliated Sciences at the Smithsonian Institution. Professor Buikstra has been a member of the National Academy of Science since 1987, and a Distinguished Professor at the University of

New Mexico since 1995. She has authored 153 publications since 1973, of which 15 are books or monographs. Jane Buikstra's exemplary interdisciplinary work in bioarchaeology in the field, in the laboratory, and in her published research make her a most worthy recipient of the AIA's Pomerance Award.

### **MARTHA AND ARTEMIS JOUKOWSKY DISTINGUISHED SERVICE AWARD**

The Martha and Artemis Joukowsky Distinguished Service Award was awarded to Anne Salisbury. Jane C. Waldbaum, President, read the citation and presented the award.

#### **Anne Salisbury**

It is with distinct pleasure that the Archaeological Institute of America presents the Martha and Artemis Joukowsky Distinguished Service Award for the year 2005 to Anne Salisbury. This honor is bestowed on the exemplary volunteer considered to have best furthered the work of the AIA through exceptional service and commitment to the goals of the Institute.

Anne has been an active supporter of the AIA for well over a decade, working quietly and diligently to promote public awareness of its mission. She served two terms as a Society Trustee and labored on numerous committees, chairing the Outstanding Local Society Committee and the Annual Meeting Outreach Committee. She has also devoted enormous time and energy building the Minneapolis/St. Paul Society. Anne secured grants from the Minnesota Humanities Commission to supplement the lectures provided by the Institute, coordinated the local lecture series—always ensuring the high caliber of the speaker—and negotiated quality venues for the talks that were easily accessible to the public. Her efforts contributed to the trust and confidence the community placed in the Minneapolis/St. Paul Society and enabled it to grow and flourish under her leadership.

Anne's commitment to the Minneapolis/St. Paul Society and the AIA is most recently exemplified by her development of an Archaeology TV series in Minneapolis. Anne conceived, organized, and oversaw the planning and filming of this project, which is comprised of eight independent segments, each featuring a local archaeologist and their work. She took upon herself the tasks of locating a studio, gathering cast and crew, and providing introductions and conclusions for each segment. Anne oversaw all filming and editing and took great care to ensure that the message of each program would further the educational mission of the AIA. The series will be distributed to all cable TV stations throughout Minnesota.

In addition, Anne has always been an active organizer of events at our Annual Meetings. As chair of the Annual Meeting Outreach Committee she has been a strong force in our annual Archaeology Fair and, at the 2004 Annual Meeting in San Francisco, she was instrumental in organizing two teachers' workshops co-sponsored with the University of California at Berkeley. To add to her myriad credentials, early in her tenure as a Society Trustee, Anne took on the task of collating and analyzing the results of a survey aimed at understanding the needs of local societies.

Over the years, Anne's commitment to the growth and well being of the AIA cannot be overstated. The Archaeological Institute of America is proud to present her with the 2005 Martha and Artemis Joukowsky Distinguished Service Award.

### **JAMES R. WISEMAN BOOK AWARD**

James R. Wiseman Book Award was awarded to T.J. Wilkinson. Susan Kane, Vice President for Publications, read the citation and presented the award.

#### **T.J. Wilkinson**

The Archaeological Institute of America is pleased to present the 2005 James R. Wiseman Book Award to T.J. Wilkinson for *Archaeological Landscapes of the Near East* (University of Arizona Press, Tucson, 2003).

Wilkinson has written a book of fundamental importance to the study of the cultures of the Near East, ancient, medieval and modern. Based on more than thirty years of fieldwork, synthesized with the now vast field of landscape studies, Wilkinson's is the first comprehensive discus-



sion of the use and the evolution of complex and diverse landscapes extending from Anatolia in the west through Syria, the Levant, Iraq, southeast Arabia, and as far east as the Iranian plateau.

After outlining the basic modes of data collection, principles and techniques of analysis, and theories of interpretation, Wilkinson constructs a typology of distinct "signature" landscapes and identifies the basic categories of their use. He tells a compelling tale of the dynamic and complex evolution of the landscape in response to both environmental and human intervention from the Neolithic period through the first millennium C.E. Augmented with copious illustrations and tables, a glossary, and a comprehensive bibliography, Wilkinson's study explains the processes of landscape change using numerous case studies located in distinct ecological zones. His detailed discussions take into consideration a vast range of environmental, archaeological, and textual evidence. The end result is a picture of landscape change over millennia presented as a "succession of kaleidoscopes," capturing the infinite potential of the cumulative interaction of nature and culture.

Wilkinson has set the agenda for the next generation of landscape studies in archaeology, setting the highest standards of practice, indicating the many outstanding problems, and pointing the way for future work in the many regions that await investigation.

### **EXCELLENCE IN UNDERGRADUATE TEACHING AWARD**

The Excellence in Undergraduate Teaching Award was awarded to Eric H. Cline. Jane C. Waldbaum, President, read the citation and presented the award.

#### **Eric H. Cline**

The Archaeological Institute of America is pleased to name Eric H. Cline as the recipient of the 2005 Excellence in Undergraduate Teaching Award. Dr. Cline teaches at The George Washington University in Washington, DC, where he is an Associate Professor of Classics and Anthropology and also serves as Chair of the Department of Classical and Semitic Languages and Literatures.

Eric Cline received his A.B. (cum laude) from Dartmouth College in Classical Archaeology and Anthropology. He completed his M.A. at Yale in the Department of Near Eastern Languages and Literature, and his Ph.D. in Ancient History at the University of Pennsylvania. In the course of his education, Dr. Cline was exposed to some of the most dynamic and thought-provoking teachers in contemporary archaeology, including Jeremy Rutter, Sarah Morris, Frank Hole, and J.D. Muhly—proof positive of the impact that great teaching can have on students.

Before beginning his current position at The George Washington University, Eric held a series of visiting appointments, including positions at California State-Fresno, Miami University of Ohio, Xavier, Stanford, and the University of Cincinnati. In all of these positions, he compiled an outstanding and enviable record of teaching excellence. A colleague at Stanford University flatly states that Eric is the best undergraduate teacher he knows, one able to inspire even non-majors in required general education courses. A colleague at George Washington notes that his teaching evaluations range "from the positive to the rapturous; there were no negative evaluations at all." Yet another praises his ability to integrate method, theory, and presentation of specific sites in a seamless and entirely lucid manner. His respect for his students and passion for their successful learning shines through in their observations. Many of them note the sheer amount of time he dedicates to advising and the care with which he counsels his advisees. Perhaps most revealing in this regard is a comment made by a student: "I feel that he made my success a priority and did everything possible to ensure that I achieve my goals...I hope that I may one day make the same positive impact on my students that Dr. Cline has made on me."

Despite a heavy teaching and advising schedule, Eric is a highly prolific scholar. He has authored or edited four books, as well as dozens of articles and reviews. He has delivered numerous papers at professional conferences and scores of public lectures to a wide variety of audiences. The breadth of his scholarship is wide, ranging from trade in the Aegean Bronze Age to ancient earthquakes to the stratigraphy of Megiddo. His ability to make complex subjects



accessible to students and the general public is outstanding: his most recent book, *The Battles of Armageddon: Megiddo and the Jezreel Valley from the Bronze Age to the Nuclear Age*, received the Biblical Archaeology Society's "Best Popular Book on Archaeology" Award and was a main selection of the Natural Science Book Club. His classes are enriched by his extensive field experience in excavation and survey at sites such as Megiddo, Pylos, Palaikastro, Nea Paphos, the Athenian Agora, and Tel Anafa.

Professor Eric Cline is a model of an outstanding undergraduate teacher. The Archaeological Institute of America is delighted to recognize Eric Cline as the 2005 recipient of the Excellence in Undergraduate Teaching Award.

## CONSERVATION AND HERITAGE MANAGEMENT AWARD

The Conservation and Heritage Management Award was awarded to Underwater Archaeological Services–Parks Canada Agency under the direction of Robert Grenier. Malcolm Bell III, Vice President for Professional Responsibilities, read the citation and presented the award.

### Underwater Archaeological Services–Parks Canada Agency

The Archaeological Institute of America is pleased and honored to present its award for outstanding achievement in the area of conserving archaeological sites and collections to the team of the Underwater Archaeological Services–Parks Canada Agency, les Services d'Archéologie Subaquatique–Agence Parcs Canada, under the direction of its Chief Archaeologist, Robert Grenier.

UAS–Parks Canada has made exceptional contributions to the field of underwater archaeology and heritage management, setting new standards for the conservation of submerged cultural resources. Their remarkable project excavating and conserving a 16th century Basque whaling galleon at Red Bay, Labrador, integrated data from both terrestrial and underwater archaeology in an extensive undertaking which remains an international model for excavation, documentation and conservation, including the study of thousands of timber pieces on the ocean floor. Not only did the team develop new methods of carefully protecting and transporting fragile artifacts to be sent to conservation laboratories, but they also added a new conception of conservation with their decision to re-bury the completely disassembled shipwreck for its best protection, after highly sophisticated recording. Now resting on the ocean floor close to where it first sank over four centuries ago, this ship has become a world symbol as UNESCO's permanent logo for heritage shipwrecks.

The Red Bay project is one in a long line of groundbreaking achievements, including the excavations of the French frigate *Le Machault*, the wrecks of the *Célèbre* and the *Prudent* at Louisbourg National Historic Park, and the *Elizabeth and Mary*, an American troop ship sunk shortly after the 1690 siege of Québec City.

Under the leadership of Robert Grenier since 1979, UAS–Parks Canada has helped change the focus on underwater sites from one of treasure-oriented looting and exploitation to one of sound archaeological research and scientific knowledge. The UAS team has demonstrated a deep and lasting commitment to insuring the permanent protection of all underwater cultural patrimony.

On behalf of the Archaeological Institute of America, it is a privilege to present the 2005 Conservation and Heritage Management Award to les Services d'Archéologie Subaquatique–Agence Parcs Canada, the Underwater Archaeological Services–Parks Canada Agency.

## OUTSTANDING PUBLIC SERVICE AWARD

The Outstanding Public Service Award was awarded to John Malcolm Russell. Malcolm Bell III, Vice President for Professional Responsibilities, read the citation and presented the award.

### John Malcolm Russell

The continuing crisis in Iraq has placed at risk an entire chapter in human history. Recognizing that many individuals and international organizations have vigorously responded to the challenges of protecting Iraqi sites and restoring cultural institutions, the Archaeological Institute of America wishes to single out the particular efforts of John Malcolm Russell, Professor of Art History and Archaeology at the Massachusetts College of Art.

Following upon the first Gulf War in 1991, John Russell warned of the devastation taking place in the ancient cities of Mesopotamia. He urgently pressed the U.S. government, non-governmental organizations, and archaeological colleagues to take action to protect Iraqi sites. For the most part he was ignored, Cassandra-like, and even those who were sympathetic dismissed his concerns on the grounds that nothing could be done.

John Russell, however, did not lower his voice, publishing numerous articles in magazines such as *Archaeology* and *Natural History*. His efforts at alerting the wider public culminated in his important book, *The Final Sack of Nineveh: the Discovery, Documentation, and Destruction of Sennacherib's Throne Room at Nineveh, Iraq* (New Haven, 1998). In these works Russell's meticulous research called attention to Iraqi antiquities appearing on the international market and traced their origins back to specific sites and monuments. His earlier book, *From Nineveh to New York: the Strange Story of the Assyrian Reliefs in the Metropolitan Museum and the Hidden Masterpiece at Canford School* (New Haven, 1997), also helped bring to the attention of a wide audience the hidden mechanisms and deleterious effects of the antiquities trade. As war with Iraq loomed in late 2002, Russell warned of a potential catastrophe of looting and urging that preventive measures be taken. He provided leadership and expertise to archaeological colleagues who at last were aroused to action. Russell played a central role in approaches to the Pentagon and began an intensive series of interviews with the press and other media. Following the U.S. invasion and the looting of the Iraqi National Museum, Russell became the most visible spokesman for archaeology and history at risk, giving many radio and television interviews and writing articles. In all of these presentations he vividly conveyed to the general public both what had been lost and why it was so important. His visible anger and sorrow only served to strengthen his message.

When asked to join the Coalition Provisional Authority in Iraq, Russell showed his willingness to take extreme risks in backing up his words with action. From September 2003 until June 2004 he served as Deputy Senior Advisor, then Senior Advisor, to the Iraq Ministry of Culture, Coalition Provisional Authority. During this work he continued his efforts to educate those around him about the importance of preserving Iraq's archaeological heritage. With few resources he pressed for better protection of sites and practical efforts at restoring Iraqi museums. He also served as an inspiring leader for the staff of the Iraqi National Museum as they attempted to move toward the future. As reconstruction has progressed, Russell has raised awareness of the need to incorporate site protection in rebuilding contracts. Since returning to the U.S., he has continued to speak out in public forums in defense of the preservation of sites and the restoration of museums. In recognition of generous and effective service, carried out under extraordinary and often dangerous circumstances, the Archaeological Institute of America presents John Malcolm Russell its Outstanding Public Service Award for the year 2005.

# Annual Reports

## REPORT OF THE PRESIDENT

Below is a brief summary of the activities of committees under the supervision of the President:

### **Accomplishments:**

FY 2005 was a year of major accomplishment for the AIA, despite a tight budget. A number of new programs were instituted:

**1. Troop Lectures Program:** This is the brainchild of First Vice President C. Brian Rose, who conceived of the program and arranged for its implementation with the military. The first lectures were given at Camp LeJeune in summer of 2005 and despite various "birth pangs" were well received. The expenses for this program thus far are quite minor and some have been supplied from the Packard Humanities Institute Grant. (See Report of the First Vice President for details.) The AIA is deeply indebted to Vice President Rose for his hard work and dedication to this program.

**2. Publications Subventions Program:** This new program, substituting at least temporarily for the AIA Monographs program, makes use of already available endowed resources from the Von Bothmer Publication Fund. The program enhances AIA's ability to support archaeological publications in classical archaeology while making better use of limited human and financial resources than internally publishing monographs. A new Publications Subvention Committee, chaired by Nancy de Grummond, was appointed to administer the program. Guidelines and forms for submission of proposals were developed and posted on the AIA's website. See VP for Publications report for details.

**3. Education and Outreach Department** is now up and running with several new programs and enhancements to the Education section of the website. (See VP for Education and Outreach Report for details).

**4. AJA Back Issues:** As of early summer 2005, sets of back issues of *AJAs* are being prepared for distribution to needy international institutions world wide. So far, about 120 institutions on all continents, have been proposed to receive sets (partial list of countries whose libraries and institutes will receive sets: Afghanistan, Iraq, Belize, Benin, Libya, Tunisia, Turkey, Republic of Georgia, People's Republic of China, Argentina, Ghana, Hungary, Botswana, Bulgaria, India, Indonesia, Madagascar, Mongolia, Niger, Mexico, Pakistan, Peru). (See report of the *AJA* Editor for additional detail). The purpose of this venture is to help these institutions build their library holdings and, more importantly, to disseminate some of the best of western scholarship to scholarly communities that lack access to new research in the English-speaking world. The program is not very costly and in at least 65 cases the cost of shipping the volumes has been donated.

### **5. Advocacy efforts:**

#### **Iraq**

- a. In November 2004, Congress passed legislation protecting Iraqi antiquities from being illegally imported into the U.S. The AIA had actively supported the passage of this legislation and many members wrote letters to Congress expressing their views.

b. At its meeting of January 2005, the Governing Board passed a resolution supporting U.S. funding for the protection of Iraq's antiquities.

**Tara Valley (Ireland):** AIA was requested to weigh in against a major highway that was to be driven through the historic Tara Valley landscape. We did, as did numerous other groups and individuals, but the highway is going through anyway.

**National Historic Preservation Act:** Significant changes in the act are pending that, if implemented, might weaken Federal protection for newly-discovered archaeological sites. In April AIA, together with other archaeological organizations, wrote a letter to the House Subcommittee on National Parks of the Committee on Resources protesting the proposed changes. Thus far no action has been taken. Information about this issue also appeared in the Spring AIA Newsletter and in the President's Letter published in the July/August 2005 issue of *Archaeology Magazine*.

**6. Winckelmann Medal** of the Deutsches Archäologisches Institut (DAI) was awarded to the AIA in November 2004 in recognition of its accomplishments in advocating for the preservation of archaeological heritage. AIA President Jane Waldbaum traveled to Berlin to receive the award and to attend a colloquium in honor of the 175th anniversary of the DAI. This prestigious award was only the 10th ever given by the DAI and the first ever presented to an entity or person outside Europe.

**7. DAI Fellowship:** President Waldbaum held a meeting in January attended by officers and staff of the AIA and representatives of the DAI to talk about potential areas of future cooperation. As a direct result of that meeting the DAI created an annual fellowship for a North American scholar to use the research facilities of the DAI in Berlin to pursue a research project. The first fellowship will be awarded for work to be done in summer of 2006.

**8. AIA-Canada:** After long and hard consideration and consultation with the Board of AIA-Canada, a decision was reached to disband that organization. AIA-Canada had originally been established to help with fundraising in Canada and among Canadian members. Over the years it became clear that this was not a successful effort and that significant funds were not being raised from Canada despite AIA-Canada's tax-free status. It was agreed that the Canadian local societies and members will continue to receive all the services and benefits that U.S. local societies and members do and they will continue to be serviced from the Boston office. Efforts will also be made to build membership and strengthen societies in Canada. The dissolution of AIA-Canada was approved by the AIA's Council in January 2005.

#### **Committee Activities under President's Oversight:**

**1. Audit Committee:** This new committee, approved by the Board in May 2005 and chaired by trustee Brian Heidtke, is charged to assist the Governing Board in fulfilling its financial oversight responsibilities to ensure that the assets of the Institute are properly safeguarded and its activities accurately accounted for (e.g. among other duties, the audit—scope, process, fees and communication; regulatory filings; fiscal integrity; identification of financial risk exposures and correspondingly appropriate insurance or other mitigants). In addition to the chair, members of the committee are: Michael Wiseman, Jeffrey Lamia, and John Yarmick.

**2. Development:** The annual AIA Fund ended the year ahead of its goal by \$6,000 and 100 percent of Governing Board members contributed. The Society for the *AJA* raised \$2,000 more than it did in FY 2004. Two new lectures were endowed and one was completed. The Kress Lecture-ship Grant was renewed for an additional four years. Seven new members were welcomed to the Charles Eliot Norton Society. For further details on Development Committee activity please see the FY 2005 report by Elie Abemayor, Chair of the Committee.

**3. Executive Committee,** chaired by President Jane Waldbaum: Met in August, September and December of 2004 and in February, March and April of 2005 between regular meetings of the full Governing Board. Minutes of the meetings may be found in the 2005 Bulletin. A subcom-

mittee of the EC recommended Anne Salisbury for the Martha and Artemis Joukowsky Distinguished Service Award for 2005 and she received the award at the Annual Meeting in Boston.

**4. Governance Committee**, chaired by President Jane Waldbaum: The Governance Committee proposed several changes to the AIA Regulations, including changes to the makeup of the Nominating Committee and the dissolution of AIA-Canada. These changes were approved by Council at its meeting in January 2005 (see minutes in *Bulletin* for 2005).

**5. Personnel Committee**, Chaired by President Jane Waldbaum, met in Boston in January 2005 to discuss personnel issues regarding Boston office staff. The committee met again in May 2005 by phone to consider the options for a job description to replace the publisher for *Archaeology* magazine.

**6. Tour Advisory Board**: In January at the Annual Meeting the Tour Advisory Board, chaired by Past President Nancy Wilkie, hosted a meeting for members of the Advisory Board, current and future tour leaders and staff members of EOS Tours who run AIA Tours. The purpose of the meeting was to promote common goals among tour leaders, answer questions about the program, and suggest ways in which they can help promote the AIA to their passengers. Approximately 35 AIA scholars attended the meeting. AIA Tours continues to grow and to contribute well to the AIA's educational mission. AIA Tours sponsors ca. three to four tours a month, some filled exclusively with AIA passengers, some shared with similar groups. All are hosted by our own AIA lecturers giving us control over the educational content of the tours. The Tours Advisory Board proposed a new Frequent Travelers program which has been implemented by AIA Tours and which offers a discount coupon on future travel to those who have traveled on three or more trips. These were mailed in December 2004 and the response has been good. Newly designed luggage tags help AIA travelers identify their luggage and make the tours program more visible. The success of AIA Tours in FY 2005 also contributed significantly to AIA's overall bottom line.

#### **Other Activities:**

**Task Force on Iraq and Afghanistan**, Chair, Jane Waldbaum: The committee met in Boston in January 2005 and encouraged Nadia Tarzi to organize a session for the Montreal annual meeting in 2006 on Afghanistan's antiquities. She did and the session was accepted for presentation. It will include several prominent Afghan archaeologists.

**Task Force on Media Relations**, Chair Peter Herdrich: This is a new TF appointed to explore ways to improve AIA's relations with the mass media and find ways to help it get its message out more effectively. Other members of the Task Force are Mark Rose, Jerold Milanich, William Lindsay and Brooke Gladstone.

Respectfully submitted,  
Jane C. Waldbaum  
President, AIA

#### **REPORT OF THE FIRST VICE-PRESIDENT**

The Troops Lecture Program was inaugurated in late March of 2005, and has been a success. The lectures were approved by the U.S. Central Command at the end of December 2004, and we have so far delivered three sets of lectures at the Marine Corps. Base at Camp Lejeune, North Carolina (Jodi Magness, Elise Friedland, and I were the lecturers). The lectures cover the archaeological sites of both Iraq and Afghanistan, emphasize issues of conservation and looting in particular, and are mandatory for troops and officers in pre-deployment cultural awareness training. The number of troops in attendance varies from 100 to 1000, and include reservists, officers, and enlisted men and women. I have now been in communication with the officers at the

Army Base at Fort Bliss, near El Paso, to begin lectures there, and at least one set should have been delivered by the time of the Montreal meetings. The program forms the subject of Jane Waldbaum's column in the November/December 2005 issue of *Archaeology* magazine.

The Program Committee for the Annual Meeting, chaired by Garrett Fagan (Penn State), did a terrific job of assessing abstracts and organizing sessions. More abstracts were submitted for the Montreal meetings than we have ever had before, and there will also be more papers on the program than last year since we have more available meeting space. A highlight of the program will be a workshop on Archaeology in Afghanistan, which will provide an opportunity for scholars who have been working in Afghanistan since the fall of the Taliban to report on the progress of the programs in which they are engaged.

The 2005 meetings in Boston featured the highest attendance we have ever had at an annual meeting. One of the highlights was a well-attended workshop on Iraq ("Iraq 2004-2005: Museums, Antiquities, and Archaeological Sites"), the speakers for which included Donny George, Director of the Iraq Museum in Baghdad; Burhan Shakir, Director General of Excavations, Iraqi State Board of Antiquities and Heritage; Abdul Aziz Hameed, Director of the Iraqi State Board of Antiquities and Heritage, Gaetano Palumbo, Director of Archaeological Conservation, World Monuments Fund; Roberto Parapetti, Director, Iraqi-Italian Center for the Restoration of Monuments; and John Russell, Massachusetts College of Art.

The Montreal meetings will mark the first Graduate student paper award, judged by a committee overseen by Jim Wright of Bryn Mawr. The papers will be judged on content and delivery, and the winner's name will be published in the AIA Newsletter, on the AIA website, and in the eReport soon after the meeting, with a book prize contributed by several of the presses that exhibit at the Annual Meeting. The Committee on Archaeology in Higher Education sponsored a successful Presidential Plenary session at the Boston meetings ("The State of the Fields: Archaeology's Interaction with History, Art History, Philology, and Anthropology in the Academic Context"); the committee is also planning to assemble a list of bibliographies/summaries/talking points dealing with a wide variety of topics pertaining to Old World archaeology, for both new instructors and graduate students to use as they begin teaching subjects with which they are less than fully familiar.

In terms of awards, Joe and Maria Shaw (University of Toronto) will jointly receive the Gold Medal at the Montreal meetings, while Lionel Casson was the winner in Boston in 2005. Other 2005 winners included Jane Buikstra (University of New Mexico; Pomerance Award) and Eric Cline (George Washington Univ.; Undergraduate Teaching Award).

Respectfully Submitted,  
C. Brian Rose

## **REPORT OF THE VICE PRESIDENT FOR PROFESSIONAL RESPONSIBILITIES**

### **I. AWARDS AND AWARD NOMINATIONS**

#### **Public Service Award**

In Boston at the Annual Meeting in January, 2005, the Public Service Award was presented to John Malcolm Russell, to honor his effective and courageous service to archaeology in helping the Iraqi Archaeological Service and the Baghdad Museum recover from the disastrous effects of warfare and civil disorder. At the Governing Board meeting of 30 April 2005, it was decided to give the Public Service Award for the year 2006 to the Illicit Antiquities Research Centre (IARC) of the McDonald Institute for Archaeological Research at Cambridge University. The IARC has played a leading international rôle in raising public awareness of the market's destructive effects on both archaeological sites and antiquities. Both nominations originated in the Cultural Prop-



erty Legislation and Policy Committee and were approved by the Professional Responsibilities Committee.

#### **Conservation and Heritage Management Award**

In 2005 at Boston, the award was given to Robert Grenier, representing the Services Archéologiques Subaquatiques--Agence Parcs Canada / Underwater Archaeological Services- Parks Canada Agency. For 2006 the Conservation and Heritage Management Committee nominated Hester A. Davis, William Lipe, and Charles R. McGimsey, who have played important roles in the U.S. in the protection of archaeological resources, the development of effective cultural resource management, and the documentation of cultural heritage laws.

The award also recognizes their contribution in continuing the work begun one hundred years ago with the passage of the 1906 Antiquities Act, which is also being commemorated in the theme adopted for the 2006 Montreal meetings, "Conservation and Cultural Heritage Management." The nominations were approved by the Professional Responsibilities Committee.

#### **II. NEW INTEREST GROUP**

At its meeting 30 April 2005 the Professional Responsibilities Committee approved the creation of an Interest Group for Medieval and Post-Medieval Archaeology in Greece, as proposed by Kostis Kourelis and a group of twenty-six interested parties.

#### **III. NEW POLICY STATEMENTS ON UNDOCUMENTED ANTIQUITIES**

At its meeting 16 October 2004 in Nashville, the Professional Responsibilities Committee approved revised policy statements for *AJA* and *Archaeology* regarding publication of undocumented antiquities. The major changes include an exception to the rule forbidding publication, if the aim is to demonstrate the negative effects of looting; and the stipulation that reviewers of catalogues should note when presumably looted objects are included. A revised statement governing presentations at the Annual Meeting was also approved.

#### **IV. REGISTER OF PROFESSIONAL ARCHAEOLOGISTS (RPA)**

At its meeting of 16 October 2004 in Nashville, the Professional Responsibilities Committee voted unanimously to recommend to the Governing Board the renewal of AIA institutional membership in the RPA.

#### **V. PUBLICATION OF EXCAVATIONS IN OCCUPIED TERRITORIES**

The Hague Convention, second protocol, prohibits excavation in occupied territories except in cases of emergency salvage projects. At the meeting of the Professional Responsibilities Committee, 16 October 2004, in Nashville, it was proposed that *AJA* and *Archaeology* adopt a prohibition on publication of reports on excavations in occupied territories. After discussion the proposal was tabled for future consideration.

#### **VI. ANTIQUITIES' RIGHTS**

At the Boston meeting of the Professional Responsibilities Committee, 30 April 2005, the chair proposed consideration of a "Bill of Rights for Antiquities." After brief but lively discussion, focusing mainly on the appropriateness of the use of the phrase "Bill of Rights" for archaeological objects, the idea was tabled for future consideration.

#### **VII. RENEWAL OF BILATERAL ACCORD WITH ITALY**

The chair participated in an effort to encourage U.S. archaeologists to express their views to the Cultural Property Advisory Committee in favor of the renewal of the Italian bilateral accord, which will expire in January, 2006.

Respectfully submitted,  
Malcolm Bell, III  
Vice President for Professional Responsibilities



## REPORT OF THE VICE PRESIDENT FOR PUBLICATIONS

### **American Committee on the Corpus Vasorum Antiquorum**

Chair Mary Moore reports no new committee action.

### **Archaeology Magazine**

The staff of the Boston office and *Archaeology* are working to better integrate the magazine into the broader mission of the AIA. The current committee, chaired by General Trustee Ava Seave, has met several times to consider new market strategies for the magazine.

### **Archives**

The Archives Committee, chaired by Susan Heuck Allen, continues to work on its plans to coordinate the AIA Boston office's papers.

### **Monographs and Conference and Colloquia Papers**

The Monographs and Conference and Colloquia Papers Committee, chaired by Daniel Pullen, was disbanded by vote of the Executive Committee in August 2004. One monograph is in the final stages of publication, and one was transferred to the publications department of INSTAP.

In its September 2004 conference call, the Executive Committee voted to accept the recommendations of the AIA Task Force to Review Book Publication that was submitted to the President and Executive Director in the spring of 2004.

The main recommendations of that report were:

- 1) that the AIA continue to support the publication of scholarly manuscripts.
- 2) that the AIA provide financial support for the publication of final reports of primary data from sites already excavated or surveyed, but still unpublished.
- 3) that the AIA Executive Director explore developing a more accountable and better supported *Monographs and CCP* series, one overseen by an Editorial Board with a managing editor; and consider the outsourcing of all production and distribution work to a professional publisher.
- 4) that various types of publication methods should be explored in the future, not only traditional hard-copy but also other alternatives such as on-line electronic publication and "print on demand".

The main problems areas noted by the Task Force were how best to ensure a high-quality book publication program with effective managerial oversight and sound financial accountability given the current financial constraints of the AIA.

The Executive Committee also approved a proposal that the Vice President for Publications and the Executive Director create a Publications Subvention Program to use income from the AIA's restricted book publication funds to create one or more subvention awards to support the publication of worthy manuscripts by non-profit presses.

The creation of such prizes would enable the AIA to maintain a presence in the field of book publication—credit on the title page would indicate that a book was published with the support of the AIA—without the responsibility of overseeing the complete publication and distribution process.

### **Newsletter Advisory Board**

The Newsletter Advisory Board, chaired by Peter Allen, was disbanded by vote of the Executive Committee in August 2004.

### **Publications Subvention Committee**

In January 2005, the Governing Board approved the creation of a new Publications Subvention Program and Committee to oversee the awards. The committee is chaired by Nancy de Grummond.

The Publications Subvention Program will offer subventions from the AIA's von Bothmer Publication Fund in support of new book-length publications in the field of Classical Archaeology (defined as Greek, Roman and Etruscan archaeology and art history). Particularly welcome are projects that publish the work of first-time authors or represent the publication of final reports of primary data from sites already excavated or surveyed, but are still unpublished.

#### **James R. Wiseman Book Award**

The winner of the Wiseman Book Award in January 2005 was: Tony J. Wilkinson, *Archaeological landscapes of the Near East* (University of Arizona Press, 2003). Chair Barbara Burrell is working to make the nomination process more open to suggestions from AIA members. New information on how to nominate books for the Wiseman Book Award is posted on the AIA website.

Respectfully submitted,  
Susan E. Kane  
Vice President for Publications

## **REPORT OF THE VICE PRESIDENT FOR SOCIETIES**

### **Membership**

In January 2005, I was elected the VP for Societies assuming the position held by Cam Walker who so ably and passionately voiced the concerns and desires of the membership for many years. Through diligence and discipline, the AIA HQ realized our major goal—the restoration of the optional third lecture for all local societies for which we are grateful.

The mandates for the past year were to grow membership and strengthen local societies. Progress was made and new initiatives were developed toward these goals.

- Brought the membership/fulfillment repository in-house to facilitate HQ efforts to respond quickly to membership and local society inquiries.
- Conducted a limited membership survey initiated by Cam Walker to solicit reasons for joining the AIA, which revealed that members were interested in both the dissemination of new archaeological research and support of the preservation of cultural heritage.
- Revised and distributed the AIA Society Handbook to all societies under the able aegis of the tenaciously hardworking Society Trustee Alexandra Cleworth after a lapse of eight years.
- Provided capability of prospects and members to join and renew online.
- Incorporated more avocational activities into the Annual Meeting program to encourage exchange of ideas among the membership.
- Members of the Executive Committee have been visiting some local societies to understand their issues and get feedback.
- Welcomed our Canadian members who rejoined the parent AIA dissolving the legally separate AIA-Canada entity since it did not effectively grow membership as anticipated

### **National Lecture Program**

In spite of a difficult financial period, we are again indebted to the incomparable Gene Borza and his Committee in conjunction with the dedicated staff of Liz Gilgan and Becky Donahue who continue to put together an outstanding national lecture program of distinguished scholars for our membership and the public. This year's Herculean effort included scheduling 59 lecturers to give 205 lectures to 101 local societies in the U.S. and Canada. They continue to enhance the quality, breadth and scope of the program. Lecturers and societies were alerted to Kodak's transitional directive from film to digital imaging and its impact on the lecture program.

Before the option of a third national lecture for the local societies was restored in February 2005 for fiscal 2006, a very successful lecture lottery was held to grant the lucky winning society (Santa Fe) a third lecture. A special thanks goes to the local societies for making this the best

year for the return of the invaluable lecture follow-up forms. Such feedback is most valuable and important to the committee.

#### **Incentive Grant for Local Societies**

We have been fortunate again to have an anonymous sponsor of the prestigious incentive grant which is awarded by our Incentive Grant Subcommittee under the capable leadership of Society Trustee Donald Morrison. This year the Rockford Society received the award for an all-day film forum entitled "Reel Archaeology". We hope that more local societies will vie for this incentive to promote archaeological education and community camaraderie in the future. Other initiatives are planned for the coming year.

Respectfully submitted,  
Peter M. Russo  
Vice President for Societies

### **REPORT OF THE VICE PRESIDENT FOR EDUCATION AND OUTREACH**

This fiscal year represented the first full year of existence of the new Division of Education and Outreach, created (by the election of a VP for Education and Outreach in Jan., 2004) to address the AIA's commitment to public education and to the creation of a "vivid and informed public interest" in archaeology and archaeological topics. It is the only division of the AIA that is wholly committed to educating the general public. The position of VP for Education and Outreach was supported by the hiring of Ben Thomas in August as the new Coordinator for Education and Outreach.

Once Ben was hired, we were able to start work on a variety of initiatives. With no real budget in place, our goal was to implement programs at a minimal cost and/or to charge for programs, ideally without alienating an audience not yet accustomed to our new offerings. In evaluating ways to enhance the AIA's outreach to non-professionals, the Department has focused on four areas:

1. Framing a mission statement and list of objectives. These were modeled on the AIA's overarching mission statement, with an added emphasis on responsible public education. The text of the statement is available on our web page.
2. Enhancing outreach to non-professionals at the annual meeting (K-12 Teacher Sessions, New Attendee Orientation, Family Fair).
3. Adding website education programs (lesson plans and more).
4. Promoting events outside the annual meeting (Archaeology Month, reproducible Fairs, lectures to retirement homes, and more).

We have concentrated to date on maintaining and enhancing programs already in existence and in adding new programs that build on what we already offer.

#### **Annual Meeting**

##### **Orientation**

New attendees were again welcomed at an event planned by the Annual Meeting Outreach Committee under Anne Salisbury and Alexandra Cleworth. This was especially useful to new non-professional members, who were enthusiastic in their response to our efforts to include them.

##### **Public Lecture**

Marc-Andre Bernier of the Parks Canada Agency gave the public lecture this year, entitled: Nautical Time Capsule: Exploring a Boston-based Troop Ship Sunk during the 1690 Siege of Quebec City.

### Teacher Sessions

The Education Department gained the right from the MA Department of Education to offer continuing education credit for teachers attending our K-12 sessions (credit not only for programs at annual meetings, but also for possible -- future -- online classes and longer workshops to be held in varied locations). The 2005 day-long sessions were followed by a visit to the Museum of Fine Arts and additional training for attendees seeking Professional Development credit. Running the sessions effectively was complicated by the need to share space and a curricular agenda with the APA, making hands-on lessons for teachers impossible. Sessions were held all day on Saturday, and teachers could attend the Fair the next day.

The morning workshop on China, *Gu wei jin yong* (Make the Past Serve the Present), was presented by Dr. Robert E. Murowchick, Director of the International Center for East Asian Archaeology and Cultural History (ICEAACH) at Boston University, and AIA Board member, who explored our changing understanding of the Neolithic and Bronze Age cultures of ancient China. The session was aimed at teachers of grades 6 through 12, but also provided information for college teachers. In the afternoon workshop on Pompeii: Exploding into the School Curriculum, Professor Ann Olga Koloski-Ostrow, classicist at Brandeis University, guided teachers first through the background of the site and the public life of the city, and then through Pompeii's private life (subjects of discussion included the urban house, art, food, hygiene, sexuality, and death). This session was most suitable for teachers of Middle and High School, but included material relevant to Elementary grades as well.

### Fair

The Annual Meeting Outreach Committee, under chair Anne Salisbury and with the support of Development and Special Events Manager Lisa Naas, organized the 2005 (fifth annual) Archaeology Fair. Lisa reported that 15 New England groups (including local archaeologists and archaeological/historical institutions) participated, along with 10 groups from around the country and one group from Cyprus. Hands-on projects included building fishweirs, painting frescoes, and reconstructing pottery.

Of the Fair attendees, there were approximately 105 Annual Meeting attendees and 140 members of the public, half children. In addition to earlier contributions and in-kind gifts, the Fair raised \$453 from admission and raffle sales (donated back into the program for the 2006 Fair). Sales of 72 items (archaeological kits, activity books, children's novels, and t-shirts) raised \$472 (also allocated for 2006).

The fair received a 17-inch column write-up published in the Metro West Daily News on Thursday, January 6th, which reached 50,000-70,000 readers. The AIA distributed 900 brochures (paid for and printed by J. Donnelly Direct, Inc) to area AIA members, local teachers at both private and public schools, boys and girls clubs, boys and girl scouts, libraries, and youth groups. Additionally, the Fair was listed on various calendar websites and the Sheraton Hotel also helped us by distributing Fair information to families staying at the hotel.

### Website

Given monetary realities and the fact that staff were already in place to help enhance the website, the first agenda was to begin to improve our Internet presence for lay and teacher audiences. In October of 2004 we were able to launch the new Education webpage, to which we are adding regularly ([www.archaeological.org/education](http://www.archaeological.org/education)). The offerings include teacher information, curricula, Frequently Asked Questions, bibliographies, and an Ask the Experts section to be further developed in conjunction with ASOR and DIG Magazine. Goals include working with other organizations, making the act of publishing on our site desirable, and encouraging the professionalization and replicability of our education efforts through using templates.

### Other Events

The Boston office participated actively in MA Archaeology Month in Oct., 2004 in collaboration with ASOR and ICEAACH. Events included three public lectures, a symposium, an open house, and a teacher workshop. Future events have been planned for Boston, Worcester (Worcester Art

Museum) and Newton (Newton Free Library). Contacts and discussions with the MFA resulted in collaboration between the AIA, MFA, and BU Department of Archaeology. These three groups have agreed to co-sponsor a teacher workshop in early 2006. The staff also initiated planning for archaeological classes in local retirement homes, and began the process of replicating the Fair outside the annual meeting. Extreme spending constraints meant that working locally -- while identifying the best methods to reach new audiences -- was more cost effective than attempting to start new projects nationally right away. New programs have made money and we are off to a good start. The Education Committee is also interested in applying for grants to fund school outreach using teaching kits, ideally where strong local societies can help. Lastly, we are in the process of developing a brochure to emphasize what we offer, encourage participation, and solicit funds for small education projects.

Respectfully submitted,  
Shelby Brown  
Vice President for Education and Outreach

## REPORT OF THE TREASURER

### Audit Committee

During the past few years organizations of all types and sizes are increasingly concerned about corporate governance generally and more particularly the relationship between independent outside auditors, the Board of Trustees (Directors) and inside professional staff. During fiscal 2005 the Institute established a new independent Audit Committee to "assist the Board in fulfilling its financial oversight responsibilities." At the April meeting the Board approved the Committee's recommendation to appoint Lutz and Carr as the Institute's independent audit firm. Since then Lutz and Carr has carried out its work with alacrity, completing the fiscal audit now being presented. Its ability to complete its work in time for the October Board meeting is also a compliment to the Institute's financial staff that prepares the records and schedules about which Lutz and Carr opine. The Audit Committee met several times with Lutz and Carr to review changes to accounting policies, the substantive figures and the format for presentation.

### Operating Indicators Report

Financial statements (income statement, balance sheet and cash flow statement) are essential for the Institute's staff, the Executive Committee and the Board to manage departmental operations and to exercise due oversight. The Executive Director and the CFO will continue to provide these statements, but there are other indicators that are also essential.

In order to run their various departments the managers and the Executive Director have developed various operational indicators such as membership numbers. These are regularly shared with the Executive Committee and the Board. Now, however, the staff will present on a regular basis a wider range of indicators, especially ones that pertain to *Archaeology* magazine. These Operational Indicators are included in your package and will be presented and discussed bi-monthly with the Executive Committee and at periodic Board meetings.

### Fiscal 2005

Fiscal 2005 was an organizationally successful year even if financial constraints continued. New outreach efforts, new programs, a new Audit Committee, new auditors and a new dynamism pervading all aspects of the Institute's key resource—its staff, Trustees and volunteers—bodes well for the future.

## I. OVERVIEW

A. The fiscal year loss of \$ 77,136 occurred largely because of overbudgeting at *Archaeology* magazine.

B. *Archaeology* magazine: Challenges integrating the magazine with the rest of the AIA, growing advertising, repositioning circulation to grow subscriptions on a cost effective basis, all the while maintaining existing quality editorial content.

- C. Another good year for the *AJA*, despite being a little below budget.
- D. A lot of work needed to ramp up development and membership.
- E. Education effort: A good start and looking for it to pick up momentum in FY06.
- F. Balance sheet has stabilized.
- G. Building cash flow and liquidity remain a challenge.

## II. FISCAL 2005 FINANCIAL PERFORMANCE (JULY 1, 2004 TO JUNE 30, 2005)

### A. Net Income (Loss)

See Notes below related to comparability with the audit

Department (1)	12 Months	12 Months	Variance
	Actual	Budget	Fav/(Unfav)
Archaeology Magazine	\$ (20,025)	\$ 298,693	\$(318,718)
AJA	260,570	276,293	(15,723)
Publications & New Media	(98,271)	(93,843)	(4,428)
Membership Fulfillment	234,980	205,027	29,954
Membership Programs	(100,284)	(86,645)	(13,640)
Education	(31,952)	(44,996)	13,043
Development	207,672	119,495	26,499
Annual Meeting	5,768	8,402	(2,634)
Tours	117,156	79,400	37,756
Institutional Mgmt & Governance (2)	(652,750)	(718,846)	66,096
Total Net Income (Loss)	\$(77136)	\$42,980	\$(120,116)

(1) The only figure directly comparable between the data above and the schedule of Additional Information at the back of the audit is the Net Loss for the year. Individual departmental results are not comparable for basically 2 reasons:

- (a) The departmental report included with the audit includes allocations for indirect expenses; the departmental numbers above do not, e.g. PNM expenses, insurance costs, some salary allocations. Because a department's contribution to overhead and its bottom line after all indirect costs are both important indicators of the department's value and performance, the Institute prepares and reviews both.
- (b) The audit aggregates several of the departments listed above.

(2) Includes information technology expenses for the Boston Office, Governance, Finance, and Headquarters.

### Departmental Highlights

**Archaeology Magazine:** Total negative variance to budget of almost \$ 319,000 made up of the following major components:

#### 1. Advertising revenue—Negative variance to budget of \$ 51,377

As mentioned in previous Treasurer's reports advertising revenues collapsed after the dot-com bubble burst attendant to and followed by the recession. During the last 4 years of this recovery ad revenues were spotty and only now are beginning to increase for *Archaeology* magazine. As the data below show, Arky again missed its ad revenue budget. On a more positive note, the negative variance continued to drop and for the first time total revenues began to rise. The 13% increase in ad revenue in 2005 reflects increases in the number of ad pages sold and in the net revenue per page (See Operating Indicators).



<u>Year</u>	<u>Ad. Revenues Budget (*)</u>	<u>Ad Revenues Actual (1)</u>	<u>(Negative) Variance</u>	<u>Change Actual from Prior Year Gain (Loss)</u>
FY 05	\$739,360	\$687,983	\$(51,377)	\$78,493
FY 04	760,000	609,490	(150,510)	(42,243)
FY 03	985,000	651,733	(333,267)	(94,171)
FY 02	1,020,000	745,904	(274,096)	(63,347)
FY01	1,141,000	809,251	(331,749)	83,519
FY00		725,732		

Note: (\*) Revenue for both budget and actual is the net of ad discounts.

Looking ahead, the FY2006 in progress is budgeted for a conservative 6% increase in ad revenue (as opposed to the 21% increase budgeted in 2005) and looks promising because ad revenues are right on target as of the Nov/Dec issue (the second issue of the fiscal year). Rate base challenges may present a challenge during the later part of FY 2006.

2. Subscription Revenue, net—Negative variance to budget of \$ 253,432

This large negative variance reflects errors in budgeting. Some of the assumptions and parameters fed into the model were simply incorrect. The integrity of the model itself is questionable and therefore, a new model will be introduced during FY2006, and the FY2006 forecasts will be redone to insure they are attainable. Also of concern was the increase in the cost to obtain a subscriber from direct mail campaigns (See Operating Indicators). On more positive notes: total subscription revenues at \$2,939,686 were only \$44,000 less than the previous year and renewal rates continue to be excellent both in comparison to prior years and to industry information (See Operating Indicators).

3. Newsstand Sales—Negative variance of almost \$85,000

Arky's newsstand representative was replaced.

4. List Rental—Favorable variance to budget of \$ 22,000.

The revival of the magazine industry, while not returning to boom times, nevertheless sparked interest in the rental of our subscriber list leading to the FY2005 positive result. The magazine's list manager anticipated this upturn in business, and the trend has continued into FY2006.

5. Production Expenses—Favorable variance of \$ 77,000

This reflects a favorable variance of \$67,000 in Cost of Goods Sold (production expenses) largely because the large predicted increases in the number of subscribers (as discussed above) were not accurate, the number of copies printed were lower than budget.

**AJA:** \$16,000 short of budget but still a very good result. The AJA turned in another good year. Total Revenue was close to budget and any minor shortfall in that regard was more than offset by savings in printing costs. The key to the minor variance is salaries and contract labor due to staff turnover and the need to convert a part time to a full time position.

**PNM (Publications and New Media)** represents book publishing, newsletters, and electronic publications and runs at a deficit. FY05's net loss was slightly higher than budgeted because of a \$22,000 lower endowment draw resulting from the postponement of the start of a new publications grant program was offset only partly by lower book publishing costs. Other expenses were about on budget.

**Membership Fulfillment:** Favorable variance of almost \$30,000

Total revenue was about on budget but this reflects a favorable variance of \$10,000 for list rental income offsetting a \$14,000 negative variance in membership dues. Membership fell by 434 or 5% from 8573 as of June 04 to 8139 as of June 05. The drop in members and in the amount of member acquisition mailings led to lower costs for printing (\$15,000), postage (\$15,000) and mailhouse (\$11,000). Overall cost of goods sold was \$46,000 below budget. These savings were-



offset in part by increased costs of salaries and benefits (\$14,000). Membership building remains a major challenge for the Institute.

**Membership Programs:** Lower actual spending causing a lower endowment draw led to the revenue variance. Diligence on the part of the staff led to savings while providing quality programs. Also there were some endowed activities that were budgeted as part of the 4.25% draw, but are really bi-annual awards.

**Education:** A new department but one that hopefully will build new national visibility for the Institute, as well as membership growth and a new revenue stream.

**Development:** Favorable variance of \$ 88,177. Although the Annual Fund slightly exceeded its budget, and temporarily restricted gifts were up significantly, the noted favorable departmental variance resulted from the fact that the Institute does not have a Development Director, hence lower personnel expenses and attendant travel costs. In short this favorable variance is a weakness, not a strength.

**Annual Meeting:** Higher revenue due to larger gifts for special speakers (e.g. Iraq related program) and lower personnel expenses were offset slightly by higher costs of the Boston venue (e.g. equipment rental up \$20,000 and meal expenses up \$16,000). The result was a small negative variance. The good news is that the Institute experienced a smooth transition to its new Meetings Manager, the meeting was declared a success by those who attended, and the department had a profit.

**Tours:** Strong revenues (\$120,000) led to the favorable \$38,000 variance.

**Institutional Management:** A positive budget variance of \$ 66,096 caused largely by:

1. \$27,000 investment income not budgeted
2. Lower personnel expenses \$25,000
3. Many other individual items lower than budget among which examples are:
  - Bank charges \$4,000
  - Audit fees \$3,000
  - Office supplies \$2,000
  - Postage \$4,000
  - Dues & Subscriptions \$2,000

## B. Balance Sheet

### 1. Comparison FY2005 to FY2004

All the numbers are about the same except:

- a. Cash increased \$141,044 as shown in the Statement of Cash Flows found in the audit
- b. Accounts Receivable declined, Prepaid Expenses increased, Deferred Revenue declined and Net Assets increased—all reflect the Prior Period Adjustment Note 11 in the audit.
- c. Grants and Pledges Receivable (Unconditional promises to give) increased because of the renewal for 4 years of the Kress award.
- d. Fiscal 2005 audit breaks out on separate lines the Accounts Payable from the Accrued Expenses that previously were aggregated—largely formatting difference only.

### 2. Liquidity

In fiscal 2004 we had a cash squeeze at the beginning of the fiscal year and drew out funds from our investment portfolio to bring our suppliers current. As you will recall, the CFO at the October 2004 Board meeting gave a detailed explanation of the Institute's long running fluctuation in its monthly cash flow. The strategy as explained was to bring our suppliers current at the beginning of the fiscal year in order to permit the financial staff to negotiate with suppliers during the rest of the year when the Institute's cash flow was not as strong. This worked successfully. By the fiscal year end 2005 Accounts Payable and Accrued Expenses Days-on-Hand had declined, after a number of years of increases, and this is a positive turn.

For fiscal 2005 the Institute again withdrew funds early in the new fiscal year but cash flow was slightly better. Instead of needing all the endowment funds in July, they were drawn partly in July and the rest only on September 30. However, the Institute has far from resolved its cash constraints.

There are many factors affecting the Institute's cash constraints and the financial staff intends to examine these factors. Indeed the CFO will look more closely at the Institute's cash cycle and will make a presentation at the next Board meeting. This closer examination will involve many factors among which are the days-on-hand to convert Prepaid Expenses and Accounts Receivable to cash in comparison to the days-on-hand for Accounts Payable and Accrued Expenses.

### C. Investment Activity (see tables)

1. Total investment value at the end of the fiscal year was \$7.9 million.
2. Gross value increased almost \$ 625,000 or 8.3%, a very good performance in comparison to broad market averages such as the S&P 500, which rose 4.4% during the same period.
3. Net increase, i.e., after endowment draw, rose almost \$305,000 or 4%.
4. Gabelli was up 10.1%, far in excess of his target of 5.4% (1% above the performance of the S&P 500).
5. Northern Trust
  - a. Too early to evaluate their performance which just began at the end of October 2004; Through June 30, 2005 the portfolio, in the face of an unusual interest rate environment, was up 1.3%.
  - b. Fixed Income portfolio
    - (1) Remains highly diversified by economic sector
    - (2) Remains highly rated (100% A rated or better; 73% A+ or better and 57% AA or AAA rated)
    - (3) Weighted average maturity lengthened per agreed policy to approximately 3 years
6. Vanguard index funds mirrored their benchmark averages.
7. Endowment Draw relates largely to the lecture and fellowship programs

There are 3 numbers on which to focus as follows:

- a. Withdrawal from Investment Account—\$320,000, as shown in the investment tables.  
The Investment account is the aggregate of 2 different sums: Restricted endowment funds and Unrestricted operating money. The withdrawn amount was \$40,000 higher than the endowment draw, as shown below, because was partly a withdrawal of operating funds, due to the Institute's cash flow squeeze and management of its payables to suppliers as mentioned above in the discussion of liquidity.
- b. Budgeted Endowment Draw—\$279,390
- c. Actual spending on endowed activities—\$235,738.

The budgeted draw is computed according to our policy formula. The actual spending was lower than the budgeted draw because of 3 factors: (1) The third lecture for societies had not yet been restored (2) Some of the endowments are only awarded every other year and; Significantly, the staff was able to provide a quality program below budget. Hence actual usage was at a rate of only 3.6% versus the formula of 4.25% on a rolling three year average value.

The determination of the exact amount of actual spending is finalized only with the year-end endowment accounting for the audit. Having completed the audit the \$43,652 difference between the budgeted draw and the actual spending was restored to the investment portfolio.

Interim YTD August 2005 Financials will be discussed at the Board meeting

## II. INVESTMENT VALUE FISCAL 2006 YTD TO SEPTEMBER 30, 2005 (SEE TABLES)

- A. Gross value inclusive of endowment draw rose \$152,353 or 1.9%.
- B. Net value declined due to the early endowment draw, similar to last year.

C. Northern Trust's fixed income portfolio remained diversified by borrower and economic sector; highly rated and; exhibiting a slightly longer weighted average maturity at 3.2 years per agreed policy.

Respectfully submitted,  
Jeffrey Lamia  
Treasurer

## REPORT OF THE EDITOR-IN-CHIEF, *AMERICAN JOURNAL OF ARCHAEOLOGY*

### General Comments

This report which is my first as Editor-in-Chief covers the period 1 July 2004 through 30 June 2005. I continue to believe that being editor of *AJA* is the best job in archaeology. I am grateful to the Board for the opportunity to serve the Institute and the profession and wish to express my appreciation for the support the members of the Board and the Institute staff have given me.

As stated on our copyright page, the *AJA* is a broad-based journal "devoted to the art and archaeology of ancient Europe and the Mediterranean world, including the Near East and Egypt, from prehistoric to late antique times." It continues to be one of the premier English-language journals for classical archaeologists in the world. The four fascicles of this reporting period (108.4 – 109.3) contain a wide variety of articles, forum discussions, field reports, and reviews. Circulation averaged just over 2,900 during this period with distribution to individuals, libraries, institutions, and the editorial offices of other journals. The *AJA* is financially supported by the Institute, subscription revenues, the University of Georgia, and the hundreds of individuals and institutions that contribute annually to the Society for the *AJA*.

Submitted works are read by the Editor-in-Chief, members of the *Journal's* Advisory Board, and outside readers as appropriate. Works of AIA members and non-members are considered equally. For this fiscal year, the Advisory Board included:

Susan E. Alcock, University of Michigan  
John Bodel, Brown University  
Larissa Bonfante, New York University  
John F. Cherry, University of Michigan  
Jack L. Davis, University of Cincinnati  
Janet DeLaine, Oxford University  
Natalie B. Kampen, Barnard College  
Claire Lyons, Getty Research Institute  
Andrew M.T. Moore, RIT  
Ian Morris, Stanford University  
Sarah P. Morris, UCLA  
Robin Osborne, Cambridge University  
Jeremy Rutter, Dartmouth College  
Michele Renee Salzman, UC, Riverside  
Guy D.R. Sanders, ASCSA  
Lea Stirling, University of Manitoba  
Cheryl A. Ward, Florida State University  
Katherine Welch, NYU Institute of Fine Arts  
Greg Woolf, University of St. Andrews

Susan Kane, as AIA Vice President for Publications, is an ex officio member of the Board. John Younger of the University of Kansas is the Book Reviews Editor and Elizabeth Bartman, independent scholar, is the Museum Reviews Editor.

### Production and Personnel

After a rocky start, the personnel situation in the production office in Boston has stabilized and the staff is doing an excellent job. Production is centered in Boston and is supervised by Managing Editor Madeleine Donachie, who, in addition to overseeing staff in Boston and budget, is

responsible for the actual production and publication of each issue. She is assisted by Julia Gavrira, who, as Assistant Editor, is responsible for copyediting the *Journal*. Kevin Mullen managed the *AJA* website and provides assistance and expertise concerning all of the technological issues faced by the *Journal*. In addition to these full-time staffers, the *AJA* enjoys the services of a cadre of freelance editors and student workers from Boston University and elsewhere who proofread and do valuable work of various kinds. The entire staff in Boston does a remarkable job and is to be congratulated for maintaining the *Journal's* production schedule and undertaking many new initiatives.

The editorial side of the equation is centered in the Department of Classics at the University of Georgia and I am directly responsible for all editorial activities and decisions. This year, I was assisted by John T. Lanier, a Classics student. Over the past two years, Kevin Mullen and I have developed an online database and tracking system that has made communication between the Georgia and Boston offices fast and efficient. It is a valuable tool for me as the off-site editor.

Vanessa Lord in the Boston office manages *AJA Outlook*, a supplement to the *Journal* that includes space for advertisements and announcements of upcoming events, meetings, fellowships, and other topics of interest to the *Journal's* readers. The *Journal* is printed by Allen Press in Lawrence, Kansas.

#### **Summary of Contents and Disposition of Materials Submitted This Year**

Volumes 108.4–109.3 contained a total of 785 pages plus covers. During this reporting period, 78 pieces were submitted (excluding reviews and necrologies) and 15 (approximately 19%) were accepted for publication.

#### **New Initiatives and the Future of the Journal**

Over the past year, I have instituted several new policies to improve the efficiency of *AJA* administration and have undertaken a number of editorial initiatives as well. In this work, I have been helped and supported by the *AJA* Advisory Board, the *AJA* staff, and as appropriate, AIA officers and staff. The new administration policies include:

- Introduction of contractual agreements with authors that govern copyright and permissions to publish in different venues and media.
- Introduction of letters of agreement with the *AJA* reviews editors that regularize our mutual responsibilities.
- Establishment of an official archive policy for maintaining *AJA* files and documents.
- Collaboration with Jane Waldbaum and Bonnie Clendenning to send back issues of the *Journal* to academic libraries in countries where access to it has been scarce or nonexistent or to places where politics or natural disasters have damaged their holdings.

#### **Editorial Initiatives Include**

- Introduction of the *AJA* Forum, articles and/or notes on controversial, popular, or neglected topics in the field that are meant to stimulate dialogue and exchange of ideas between scholars.
- Introduction of the *AJA* Online Forum, a discussion board on the *AJA* web site that offers subscribers and others the opportunity to continue the discussion of published Forum pieces and other articles in the *Journal* introduction of the *AJA* online database and tracking system that allows all members of the *AJA* staff in Boston or Georgia to know precisely where in the process any given manuscript is at any time
- Creation of the Museum Exhibition Editor of *AJA* and the introduction of museum exhibition reviews, including online reviews, as a regular feature of the *Journal* redesign and expansion of the *AJA* website to make it a more dynamic interactive site and not simply a static archive; the new web site, for example, includes online publications and discussion boards.

### Initiatives still to come include

- Commission and publication of state of the discipline articles that will be synthetic articles assessing the current state of the discipline from a variety of perspectives and that could be repackaged for resale
- Expanded newsletters from parts of the ancient world not usually covered by *AJA*
- Routine publication online of book reviews
- Creation of an *AJA* e-update, an opt-in email that will quickly and efficiently disseminate important information to *AJA* subscribers
- Introduction of the *AJA* prize

Let me add, however, that I believe that the stature of the *AJA* resides, not in these initiatives, but in the quality of the material that it publishes. No initiative will ever be a substitute for publishing the very best articles and reviews in archaeology. That remains our primary mission. Rather, these initiatives are meant to widen the perspective of the *Journal*—to re-invigorate its role within the discipline as a whole by including new material in its pages—and to expand its readership.

Looking toward the future, I believe that we need to continue to increase the page count of the *Journal*. The budgeted page count for the fiscal year covered by this report had slipped to 800 pages per annum; in the current budget we have returned to the previous standard of 880 pages per year, and this standard has already been applied, beginning with the July 2005 issue. But we need to do more on this issue. We also need to work on expanding *AJA*'s subscriber base, especially internationally. Hiring some PR expertise might help with this but it is my belief that publishing more pages devoted to the very best articles in archaeology is the best way to attract new subscribers. If the *Journal* continues to be a vibrant force in the field of archaeology, it will continue to grow. The *AJA* currently turns a healthy profit and the Board needs to be committed to returning enough of those profits to the *Journal* so that it can continue to expand and undertake new initiatives. Though the Society for the *AJA* is a very valuable tool for raising additional funding for the *Journal*, I wonder if we are really maximizing our fundraising potential; in the coming year, I want to work even more closely with the Boston office to expand our donor base and to identify major donors, especially those who might be interested in underwriting the cost of the Editorship of the *AJA*. If the *Journal* is to continue in the ranks of the very best archaeology journals, we need to begin to lay the financial groundwork for attracting the very best person to serve as the next Editor-in-Chief when the time comes. Most of the previous Editors-in-Chief stand ready to help with this initiative. And lastly, we have not yet begun to tap the potential of the *Journal*'s archives. They constitute not only a tremendous repository of knowledge, but also a potentially powerful source of revenue for the *Journal* and the Institute. I want to start working on finding creative and rewarding ways of harnessing that potential.

Respectfully submitted,  
Naomi J. Norman

## REPORT OF THE DEVELOPMENT COMMITTEE

### Year-end Results

The annual fund had a successful campaign in 2005. The AIA received \$306,305 in unrestricted funds. This exceeded our goal of \$300,000. Equally important, there was 100% participation from the Trustees. Restricted operating gifts totaled \$334,000. In total, the AIA received a total of \$771,032 for Fiscal Year 2005. This represents the contribution from all funds, endowments, operating, and restricted operating contributions.

The Kress Lectureship Grant was approved for an additional 4 years with a \$20,000 increase compared to the previous grant.

The Development Department continues to search for a Director. This effort has continued

into Fiscal Year 2006. Hopefully an appropriate candidate will be identified. This past year, Lisa Naas has assumed much of the daily work to complete the fundraising initiatives. She merits the gratitude of the AIA members for her hard work and perseverance.

**Fiscal Year 2006**

Approximately \$13,000 was received into the AIA Fund in July and August. While it is difficult to comment on any trends based on this short time interval, this amount is on target with our projections. Our goal for the Annual Fund for FY 2006 is \$365,000. When realized, this will represent the largest sum raised for the fund.

The Boston office continues to merge the Development and Membership databases. This should greatly improve constituent services and facilitate all fundraising efforts. The work on these databases was a huge undertaking and will hopefully be completed during FY 2006.

**Planned Giving Subcommittee Work****New Norton Society Members:**

Father Edward A. Bader, C.S.B.

Judith Feinberg Brilliant

Bonnie R. Clendenning

Susan Downey

David B. Luther

Anna Marguerite McCann

Leonard Quigley

Total number living members now: 53

The year in planned giving was a little slow. We had planned to revamp our promotional materials, but decided to hold off due to the lack of a development director. They are needed though, so it is the plan for FY06. The one initiative we instituted and followed through: consistent ads in Archaeology magazine, connecting the magazine, the AIA, and the Norton Society. Last year our work centered on identifying the groups we would like to invite to consider membership in the Norton Society. Now, this year, we will implement our ideas; create the new materials and do the mailings and personal solicitations.

Respectfully submitted,

Elie Abemayer, Chair

# Minutes of Meetings

## EXECUTIVE COMMITTEE MEETING

August 13, 2004

### Participating

Jane C. Waldbaum, President; C. Brian Rose, First Vice President; Malcolm Bell III, Vice President for Professional Responsibilities; Cameron Jean Walker, Vice President for Societies; Shelby Brown, Vice President for Education and Outreach; Jeffrey A. Lamia, Treasurer; Leonard V. Quigley, Paul Weiss, Rifkind, Wharton & Garrison, General Counsel; Bonnie Clendenning, Executive Director; Susan Downey, Governing Board; Joan Schiele, Governing Board; Teresa Keller, CFO; Lea Stirling, President-AIA Canada, Guest.

### Not Participating

Elie Abemayor, Governing Board; Elizabeth Bartman, Governing Board; Charles La Follette, Guest, Susan Kane, Vice President for Publications; Richard Leventhal, Guest.

The meeting was called to order at 4:05 p.m. Eastern Daylight Time.

### I. APPROVAL OF THE JUNE 9, 2004, EXECUTIVE COMMITTEE MINUTES

Discussion: Bonnie Clendenning asked for the Minutes to be amended as follows—in the Development Report, the amount received from the Institute for Aegean Prehistory should be \$7,500. J. Waldbaum had a few typos to note: the spelling of Helen Evans' name should be corrected, as should the punctuation for the Executive Director's Report. Leonard Quigley asked for clarification in the RPA Final Report as the sentence was garbled. Waldbaum noted that the sentence should read: "As of 2002, there were 76 AIA members registered by the RPA."

Action: With no other changes, Lamia moved acceptance of the June 9, 2004, minutes as amended. The motion was seconded and passed.

### II. REPORT OF THE PRESIDENT: J. WALDBAUM

Discussion: J. Waldbaum stated that she has a few follow-up items from previous meetings to discuss. Foreign Honorary member issues were to be discussed in September; B. Clendenning has information on what other United States organizations do and M. Bell is compiling some figures for foreign organizations. Waldbaum said that both archaeological and classical organizations abroad are of interest.

Action: None.

Discussion: As follow up to the RPA item, Waldbaum checked with the current president, who informed her that if we do want to resume sponsorship we could do it without paying any arrears. The RPA president gave Waldbaum an updated list of AIA members who are also RPA. Instead of 76 (as was reported in 2002), it is actually 147 members, nearly twice as many as had been thought. Waldbaum and Clendenning had suggested that the question of AIA sponsorship of RPA be brought up before the Professional Responsibilities Committee meeting in October.

Action: M. Bell said that he would put this on the agenda at that meeting.

### III. TREASURER'S REPORT: J. LAMIA

#### Discussion of FY04 Financials

J. Lamia reported that financials through the end of the fiscal year (June 30, 2004) showed that the bottom line was going to be negative. Reasons include *Archaeology's* advertising problems, fulfillment issues owing to fewer members, reduced development revenue. There are a lot of one-time charges in institutional management that will not continue that contributed to the deficit. On a positive note, the AJA continues to generate a lot of money and membership programs, normally a loss area, continues to decrease its losses due to the great job done by Liz Gilgan. At



the end of July our total investment was worth \$7,510,000, which is down \$59,000 from June. On a year-to-year basis (July '03 to July '04) the portfolio gained \$57,000. The percentage of equity and fixed income is within the guidelines.

T. Keller said that all publishers are having problems attracting advertising, not just *Archaeology*. P Katz is doing three things to bring back advertising: 1) going deeper in the endemic advertising market; 2) trying to explore the non-endemic market (advertising that would not normally be typically related to archaeology); 3) hiring a consultant to go after the non-endemic advertising. She is also exploring different avenues of revenue including Internet ad sales, which were \$11,000 for the last two months of the fiscal year. The last two months of this year were 35% higher than the last two months of last year.

Keller said that other significant variance in *Archaeology* magazine was in circulation. This is affected very much by direct mail and it's important to analyze this process to see if it's cost effective in its current format. For example, the January ad campaign cost ~ \$30 per net order. 30,000 people subscribed but only around 15,000 people paid and the average new subscription price is under \$20 per subscription. This is a net loss per subscriber (last time \$450,000) in the first year and the question is when they renew is this approach worth it in the long run.

Phyllis is trying to bring down net cost per order. She has sent out three different mailings and is determining which is the most cost effective.

AJA is over-budgeted on the number of subscribers, which is why there is a variance on income.

Publications and New Media are favorable to budget, but we need to focus on this in the audit to make sure we're accounting for our published books in an appropriate way.

Membership Fulfillment over-budgeted for subscribers and did not make its ambitious goals.

Membership Programs did well due to E.Gilgan's efforts in making sure the travel arrangements for lecturers were cost effective.

Annual Meeting lost money in the past and this year made money, just not as much as was expected.

Institutional Management was negative for a few reasons: 1) recruiter's fee for hiring the new CFO, 2) IT expenses due to hacking of AIA computers, and 3) unfavorable variance of \$12,000 for dividend income due to a budgeting mistake.

Overall, of the \$133,000 negative variance, \$80,000 was from one-time expenses listed above. An additional \$30,000 was due to the health plan run out (extra 3 months that has to be paid out when a health insurance plan is terminated).

Action: Keller will ask Katz to look into why the direct mail is coming to current subscribers. Also, Clendenning and Keller will ask Katz to re-run her budgeting for subscriptions because it is done so early that it is not as accurate as it could be.

#### **IV. AIA LECTURES FOR THE TROOPS: B. ROSE**

Discussion: B. Rose received a letter from U.S. Central Command in Florida to say they want to start getting into the particulars of the program. He thinks we can get this up and running in the fall of the upcoming academic year. The states involved would likely be Texas, California and North Carolina. All agreed that this sounded like a very good plan.

#### **V. DEVELOPMENT COMMITTEE: B. CLENDENNING FOR E. ABEMAYOR**

In July we received \$9,000 in new funds for the Annual Fund and also received the final installment of \$50,000 from the Kress Foundation for their lecture series with a strong invitation to apply again for another 4 year grant of \$200,000 (\$50,000/year). Clendenning will generate underwriting proposals for the 2005 Annual Meeting.

There is still reconciliation to be done between numbers Keller shows on her deposits and Naas shows on her entries, but L. Naas believes the Annual Fund for FY04 is number is pretty close to the \$300,000 mark previously reported. This is short of the \$330,000 goal for the Annual Fund that was budgeted, but it should be noted that a \$25,000 gift that normally goes to the Annual Fund was reallocated to another area this year. The Society for the AJA received donations of approximately \$25,000 this year, which was less than last year. This has to do with one less solicitation done this year, which was because of time efforts related to the system failure experienced in the spring.

## **VI. EXECUTIVE DIRECTOR'S REPORT: B. CLENDENNING**

### **A. Membership Report**

Discussion: Membership was up in June over the previous month over 105 members. We continue to show progress. The July numbers were not available because the Membership Coordinator, Helen Evans, has changed positions at the AIA and is now working as Meetings Manager, replacing Jennifer Moen. Unfortunately only a few weeks into her new position Evans came down with a serious illness. She will be out of the office for a while and the numbers from Nex-Tech could not be pulled in the manner in which this is normally done. Clendenning believes numbers are still continuing to grow due to the ad in *Archaeology* magazine, but she cannot be sure of this without seeing the exact figures.

### **B. AJA**

Discussion: At the end of June, Marni Blake Walter and Michael Mozina tendered their resignations, and both have now left the organization. Mozina has gone to a publishing company; Walter has gone to finish her dissertation and await the birth of her first child. She has continued on a part-time basis this summer to help to finish up the July issue of the *AJA*. Clendenning has been working with Naomi Norman on recruitment of new staff. Trina Arpin, who has recently received her PhD from Boston University, has accepted the position as the new Associate Editor of the *AJA*. There are three candidates for Managing Editor of the *AJA* who are expected to come in for interviews at the end of August. These job descriptions have changed from how they were previously configured in the office. Arpin, Vanessa Lord and temporary assistants in Georgia and New York are working on the October issue of the *AJA*.

### **C. New Hires and Recruitment Activity for Boston**

Discussion: Judi Manning departed in June and her replacement at the front desk will be Allison Cartmell beginning in September. Helen Evans moved to the Meetings Manager position leaving the Membership Coordinator position open. Clendenning is screening resumes now for that position. Ben Thomas, a recent PhD graduate from Boston University, just started at the AIA as the new Education and Outreach Coordinator. Tracy Spurrier, a recent BU graduate and former student worker at the AIA, also began full-time in August as the new Database Coordinator. This new position will help us to bring fulfillment back in-house. Jody Acevedo resigned yesterday, and will be going to work for a consulting company in Cambridge. We're bringing in new staff, but losing some institutional memory. We are blessed that some of the "alumni" of the AIA have stepped in to help—for example, Krithiga Sekar, former typesetter of the *AJA*, is coming back to typeset this fall on a temporary basis, and Jennifer Moen, former Meetings Coordinator, is back working part-time to help out with the 2005 Annual Meeting.

### **D. Database Conversion Timetable**

Discussion: The database conversion is going off spectacularly well. We are very grateful to L. Naas and T. Keller who are taking on the brunt of this project. The first stage began with the upgrade of the development database from Blackbaud's Raiser's Edge 6 to Raiser's Edge 7. The staff will be trained Sept. 1–3. NexTech has been notified of our intention to discontinue their services. Coincidentally they just sold their company so they're not too unhappy about our intention to leave. Keller is about to send Raiser's Edge the information from NexTech so they can load the membership information onto the database. There will be a trial run on September 23<sup>rd</sup>, and Blackbaud will send back a database with both membership and development information on it. When complete this single database will help resolve discrepancies within existing

multiple databases and will be smoother and easier for staff to use. Membership fulfillment and services should be done completely in-house by January 2005.

#### **E. Status of Publications**

Discussion: In June we reported that we received a very generous subvention from the Institute for Aegean Prehistory to complete the remaining monograph from the list of those previously accepted. The very next week Walter and Mozina resigned, and after long conversations with author Robert Koehl the Executive Director arranged for the Institute for Aegean Prehistory to take over the work of bringing this manuscript to completion. This particular book has over 1800 illustrations and this book was not going to be done quickly, so this will be the best resolution for the author and the AIA. In a further act of generosity, INSTAP declined the return of the grant and said that we could use it for other projects involving Aegean prehistory. The final scholarly publication on the AIA's list is a CCP edited by Professor Balmuth, who unfortunately passed away earlier this year. The manuscript will be completed by the AIA in association with her co-authors.

K. Mullen and V. Lord in the Boston office are taking on the pre-press work for the 2005 Archaeological Fieldwork Opportunities Bulletin and the Abstracts for the 2005 Annual Meeting.

### **VII. NEW BUSINESS**

#### **A. Proposed Center for Digital Archaeology: J. Waldbaum**

Discussion: Richard Leventhal was not available for the conference call, but a lively discussion was held regarding his initiative for a Center for Digital Archaeology. Waldbaum mentioned that she was a participant in meetings at the School of American Research as were members of many of the AIA's sister organizations, where this proposal for managing archaeological information in a central place was discussed. This is not a request for funding but for endorsement.

Lamia asked for more information—who would run this? Waldbaum said this was still being worked out—the director might still be Leventhal. It's just an idea whose time is coming very rapidly.

After much discussion on the topic, it was decided that this should be tabled until the September meeting when possibly Leventhal could attend and participate in a further discussion.

Action: The topic was tabled until the September conference call.

#### **B. Investment Structure: New Bond Manager Approval: J. Lamia**

Discussion: Treasurer J. Lamia recalled that the Board earlier approved the replacement of the Institute's existing custody and investment management arrangements with the US Trust Company (formerly State Street Global Advisors). The Board also approved re-structuring with a fixed income manager.

The treasurer, the CFO, and Mr. Buck who chaired the task force on the change met with the Northern Trust Company, which is by far the least expensive in terms of the custody relationship, and can manage the bond portfolio. We would save around \$5,600 under this arrangement and it would simplify everything in this process. If approved, in case of Gabelli we already have an independent account so the AIA would remove US Trust's listing for any informational purposes. We would have to establish two separate accounts at Vanguard. We would have to establish new accounts at Northern.

For this reason a motion was submitted to authorize Clendenning, Keller and Lamia to sign the papers to give effect to what was approved by the Board and hopefully today by the Executive Committee. September 1<sup>st</sup> is the target date for approval. Lamia presented the motion to approve Northern Trust Company to manage the Institute's fixed income portfolio. Motion was seconded and passed.

#### **C. Executive Committee Conference Call Dates and Times: J. Waldbaum**

Discussion: There has been discussion on changing the regular date and time of the executive committee conference call. Wednesdays at 6:00 pm EST is not a good time for everyone. A poll

will be conducted by email to determine when is best time/date for future meetings. Members were asked to please say what dates/times are possible, not least preferred.

Action: Clendenning will poll the Executive Committee on dates/times for future meetings.

**D. Society for Applied Anthropology Annual Meeting: C. Walker**

Discussion: The Society for Applied Anthropology has its annual meeting in April 2005 and would like more archaeologists to be involved. The abstract deadline is October 15.

Action: Walker will send information on Society for Applied Anthropology annual meeting to the Governing Board.

**VIII. OLD BUSINESS**

**A. Proposal for Dissolution of Newsletter Advisory Board and Monographs Committee:**

**J. Waldbaum**

Discussion: The Monographs Committee has been inactive since February 2003. Bell asked why dissolve the committee if we may end up having more scholarly publications in the future. Waldbaum answered that at this time they aren't working, and there are not a lot of guidelines as to what the committee should be doing. For example, the committee was asked to review monographs without knowing what the budget was for these. Clendenning said that in the future the AIA might find ways other than as monographs to present scholarly material. Waldbaum is considering a scholarly publications committee in the future.

The Newsletter Advisory Board is not overly useful anymore as the current staff is self sufficient and able to work on this alone. An advisory board that meets once a year to discuss a timely publication is not helpful. Clendenning would prefer to use members' talents for articles or profiles for the newsletter.

A motion was made and seconded to disband the Monographs Committee. The motion passed with one opposed.

There was a motion made and seconded to disband the Newsletter Advisory Board. The motion passed unanimously.

Action: The Monographs Committee and Newsletter Advisory Board are dissolved.

**B. Disclaimer Notice for AFOB: J. Waldbaum**

Discussion: A disclaimer has now been put in both the print and online versions of *AFOB* saying that the AIA does not sponsor any of the excavations listed.

**IX. ADJOURNMENT**

Lamia moved adjournment. The motion was seconded and passed. The conference call adjourned at 5:30 p.m.

**EXECUTIVE COMMITTEE MEETING**

September 10, 2004

**Participating**

Jane C. Waldbaum, President; Malcolm Bell III, Vice President for Professional Responsibilities; Susan Kane, Vice President for Publications; Cameron Jean Walker, Vice President for Societies; Shelby Brown, Vice President for Education and Outreach; Jeffrey A. Lamia, Treasurer; Leonard V. Quigley, Paul, Weiss, Rifkind, Wharton & Garrison, General Counsel; Bonnie Clendenning, Executive Director; Elie Abemayor, Governing Board; Elizabeth Bartman, Governing Board; Susan Downey, Governing Board; Joan Schiele, Governing Board; Teresa Keller, CFO; Lea Stirling, President- AIA Canada, Guest; Charles LaFollette, Guest.

**Not Participating**

C. Brian Rose, First Vice President.

The meeting was called to order at 4:00 p.m. Eastern Daylight Time.

**I. APPROVAL OF THE AUGUST 13, 2004, EXECUTIVE COMMITTEE MINUTES**

Discussion: Prior to the meeting J. Lamia and J. Waldbaum sent minor corrections to The Boston office to be added to the minutes.

Action: Acceptance of the minutes as amended was moved. The motion was seconded and passed.

**II. REPORT OF THE PRESIDENT: J. WALDBAUM**

Discussion: J. Waldbaum stated that she had not heard from R. Leventhal regarding his proposed Center for Digital Archaeology.

Action: The topic remained tabled.

Discussion: Waldbaum is having several problems identifying suitable candidates for the Nominating Committee for 2005. First-time candidates for the committee are required to run opposed, but there is a lack of candidates. Furthermore, there have been difficulties filling the Non-Board Member position and the General Trustee position. Waldbaum asked for advice from Executive Committee members as provided in the Regulations.

Discussion: J. Waldbaum stated that she has written a letter to several government and military officials to protest the destruction of ordnance near Hatra. The detonations are destroying the ancient ruins there. The letter has been sent, and posted on the AIA's website. It was sent to EC members shortly before the meeting.

Action: None.

**III. REPORT OF THE TREASURER: J. LAMIA****Investment Value as of August 31, 2004**

Discussion: J. Lamia reported that the AIA investment value declined through July and August but is now coming back. He reported a total YTD investment value decline of \$494,826, but pointed out that \$473,000 has been used for operations, leaving a market decline of \$21,826, which equals a 0.3% market decline. This is a good performance in view of the fact that the S&P 500 Index was down 0.7% and the S&P Mid-Cap Index was up only 0.1%.

Action: The change in our investment arrangements will occur in about 10 days and at that time our Gabelli and Vanguard investments will be held directly by the Institute and Northern Trust will handle our fixed income portfolio. J. Lamia will report at the October Governing Board Meeting.

**Cash Flow Analysis**

Discussion: J. Lamia stated that he had long wanted to focus on cash flow as a crucial part of the AIA's finances. Therefore he was pleased that Ms. Keller was working on this area. The Institute has always had large swings in its monthly cash flows requiring active management by the financial staff. A key area needing management has always been accounts payable, which at certain times of the year do lengthen in tenor. This has always been the case and now Mr. Lamia wanted to make the officers more aware of the underlying reality in line with their responsibility. Hence the tabular presentation for discussion in the meeting. He then asked Ms. Keller to explain the compilation of the data presented in the table. During her explanation she did observe that Archaeology Magazine's needs for cash related to its direct mail campaigns was very large. In response to a question she explained that the direct mail campaigns represented mailing of letters seeking new subscribers. Ms. Keller noted that the cost to acquire subscriptions had gone up and was probably too high. Mr. Lamia agreed and said that Ms. Katz was aware of the issue. Then Mr. Lamia and Ms. Keller discussed measures to close the cash flow gap shown in

the table. Ms. Keller stated that she and the entire staff were working to revise the budget. Some cuts in the budget is one way to resolve the cash flow issue. Ms. Keller added that if the AIA were not coming out of a bad situation this past year then the current cash problems would not exist. J. Lamia said that so many changes have occurred recently within the AIA that the budget must be completely overhauled in order to get a realistic estimate of this fiscal year and to close any gaps. Another solution would be to open a line of credit to tide us over the temporary cash swings but Mr. Lamia does not want to do this because the Institute is a non-tax paying entity and so has no tax shield on borrowings.

Also it would only take enormous time and add further arrangement fees and interest costs to the existing burden. Ms. Keller stated that the collection of trade receivables is crucial to adding money. There was a question as to what was meant by trade receivables; Lamia explained that they are money due to the AIA for services rendered, e.g., advertising in Archy. Some have a predictable return, while some are slow. He wants committee members to be aware of the peaks and valleys in receivables. Another question was raised concerning the required authorization of the Board to take out money. J. Lamia answered that withdrawal is already approved in endowment draws, while other funds are unrestricted and have nothing to do with endowment. J. Waldbaum pointed out that the annual fund is very important for that reason, as it pays for day-to-day operations. Mr. Lamia pointed out the tremendous paydown of the Institute's accounts payable during the first few months of this fiscal year. The table showed the Institute maintaining only a \$250,000 level right through to the end of the year. This low accounts payable has never been the case so some rise in this number would occur. Mr. Lamia said that the full Board would see the revised monthly cash flows at the forthcoming October meeting.

#### **IV. DEVELOPMENT COMMITTEE REPORT: E. ABEMAYOR, CHAIR**

Discussion: E. Abemayor reported that the annual fund raised between \$290,000 and \$292,000 in the last fiscal year, which was below the goal of \$330,000. Since \$25,000 was redirected for a restricted purpose, however, the actual amount raised was not very far from the goal. In the first two months of the current fiscal year, the annual fund has raised \$13,850, which is above the goal of \$12,600. Mailings are on target, and the annual fund initial appeal will be sent in two weeks. The AJA raised 25,000 in FY 2004. Though development didn't meet its FY 2004 target, FY 2005 is starting on target, but contributions from the governing board are necessary in order to meet this year's goals. B. Clendenning was asked whether the fund was being called the AIA Fund or the Annual Fund, Bonnie would prefer the AIA Fund.

Action: The Annual Fund will now be known as the AIA Fund.

#### **V. EXECUTIVE DIRECTOR'S REPORT: B. CLENDENNING**

Discussion: B. Clendenning reported that N. Norman was in Boston last week rewriting the AJA appeal, which will be sent out in the next few weeks. The grant for the foreign speakers at the annual meeting has also been written, and will be sent off along with a four-year grant for the lecture series. Clendenning will visit Chicago and Providence later this month to meet with donors. The Boston staff trained on the new development and membership database during the first week of September; the conversion will be complete by the Governing Board meeting and will make a big difference in fundraising and membership services. B. Clendenning and N. Norman interviewed candidates for Managing Editor for the AJA, and hope to have one selected by Monday the thirteenth of September. The July issue of the AJA will be mailed September fourteenth, and the October issue is proceeding and should be mailed by October thirty-first. N. Norman will keep subsequent issues on track. There will be an interview with her in the new *Newsletter* and she will be attending the Fall Governing Board meeting. There was a drop in membership during July, but it came back up in August. J. Waldbaum stated that the attrition numbers for the current month are usually not accurate, because people do not always renew on time. There was a glitch in the membership reports, but it will be fixed when H. Evans returns to the office. Summer renewal cards were sent late; they were dated June even though they were not sent out until September. Staff changes in the Boston office are almost complete, but a Director of Development and Membership is still needed. Bonnie is happy with the current staff, and would like a face book made of the New York office.



Action: The glitches in the membership reports and renewal cards will be fixed when H. Evans returns.

## **VI. NEW BUSINESS**

### **A. Joukowsky Award Nominee: J. Schiele**

Discussion: J. Schiele reported the subcommittee's decision to nominate Anne Salisbury, for the Martha and Artemis Joukowsky Distinguished Service Award. Anne was chosen based on her decade-long support of the AIA. Schiele reported that N. Wilkie praised Salisbury, saying that she is the driving force behind the Minnesota society. She raises funds, gets grants, and brings high-level lectures to the area. A. Green echoed this praise, and also pointed out that Salisbury's effort has created a local television series on archaeology. Furthermore, she has organized teachers' workshops, annual meeting events, and worked on membership polls. She has also served six years as Society Trustee and chairs the Annual Meeting Outreach Committee.

Action: Acceptance was moved and seconded. The motion passed unanimously.

### **B. Report on Education and Outreach: S. Brown**

Discussion: S. Brown reported that she and B. Thomas have been working together to develop ideas for a wider outreach. In particular, they would like the AIA to become more visible to non-professionals. B. Thomas has been making great strides in this area, especially by working on Massachusetts' Archaeology Month. They are also working to increase the professionalism of Teacher Sessions. They have made templates for presenters, and they are planning one classical and one non-classical theme. This year's themes will be Pompeii and China. There will be a modest charge for the Teacher Sessions, in order to make up the investment. Rates will be reduced for secondary school teachers. A concern was raised over the need to be respectful of hard-pressed teachers, since we want to help teachers, not make money off them. Another concern was raised over the involvement of the APA, since it seems that the AIA is doing all of the work on this project while both groups are collecting. S. Brown pointed out that the APA is contributing the room for this purpose and that they bring large numbers of Latin Teachers to the meeting who might be interested in the workshops. S. Brown also updated the committee on the progress of the website's education button. So far there are seven categories included. The 'Ask the Experts' button will need the most monitoring. They would also like to add a "Kid Zone" with fun activities for young children, and a section on Pseudo-Archaeology. The Executive Committee gave hearty thanks to Brown and Thomas for their efforts to expand the mission of the AIA. S. Brown encouraged all to bring and ideas or recommendations to her.

## **VII. OLD BUSINESS**

### **A. Foreign Honorary Members**

Discussion: J. Waldbaum led a discussion on the Foreign Honorary Members report. The rationale behind the program is that it brings recognition to the AIA, enhances our status as an international organization, and puts us on par with long-standing European societies. The program does have several problems. The number of FHMs is one of these. A 1912 vote mandates the inclusion of only twelve FHMs, but this was broken in 1950 and there are currently thirty-six. This raised concerns that the number will continue to rise and detract from the honor of the position. Also, though this program is not expensive (ca. 5,000 a year), every bit of money matters. The most costly aspect of the program is providing all FHMs with AIA publications, and the *AJA* is the most expensive of these. M. Bell suggested that most of the scholarly FHMs would probably value receiving the *AJA*. S. Kane pointed out that the AIA's cost for a few extra issues would be minimal and that it was possible to bundle several copies for shipping to a central point in Europe from which they could be distributed by local mail, saving on mailing costs.

Action: It was moved and seconded to continue to elect Foreign Honorary Members. Motion passed unanimously. J. Lamia moved to increase the publicity for the program, to leave the number of FHMs at thirty-six for the time being, to give future FHMs all member benefits except a subscription to *Archy*, except the newsletter and only an option for a lifetime subscription to the *AJA* which option they would have to choose explicitly, and to revisit this topic in nine



months after conducting a survey of current FHMs. The motion was amended to revisit the issue after six months. The amended motion was seconded and passed; all were in favor.

#### **B. Scholarly Publications: S. Kane**

Discussion: S. Kane reported on the work of the Task Force on Scholarly Publications that she chaired. She stated the need for the AIA to support good scholarly publications and works that commercial publishers will not publish, such as archaeological field reports. Because the current financial situation will not allow for a full-scale monograph operation or an in-house scholarly editor, Kane recommended the creation of an award or several awards for authors publishing primary data or for first-time authors. Some of the income from the VonBothmer endowment fund (about \$25,000) could be used for this purpose. A mechanism to award such a prize would need to be created, possibly on the CAA model.

Action: A motion was made to accept the recommendations of the Task Force. The Executive Director and the Vice President for Publications will develop a plan for an award or several awards that stress primary data and first time authors, and that fall within the guidelines for use of the endowment. The motion was seconded and passed unanimously.

#### **C. RPA Update**

Discussion: The number of AIA members that are also RPAs (Registered Professional Archaeologists) has been raised to one hundred and forty-eight. Susan Kane had been left out of the original count.

#### **D. AIA Canada: B. Clendenning**

Discussion: Following the poor response of local Canadian societies to a new model of running AIA Canada from within Canada, B. Clendenning has made a formal proposal to dissolve AIA Canada. The organization was set up as a way for Canadians to make tax-deductible donations to the AIA, but the costs of the program are high and the hopes that it would raise funds and membership have not been fulfilled. A conference call with board members is pending, and a motion to dissolve AIA-Canada is likely to pass (although sadly). B. Clendenning pointed out that the dissolution can only be carried out by the Council, and so it will need to take place at the annual meeting in January. The program could be revisited in the future as a national organization, not as pockets of local societies. She also asked everyone to note that this does not mean the dissolution of Canadian local societies, and that Canadian members can still be elected to positions within the AIA. This will only eliminate specific offices for AIA Canada.

#### **VIII. ADJOURNMENT**

After J. Waldbaum reminded all to register for the fall Governing Board meeting in Nashville, J. Lamia moved to adjourn. The motion was seconded and passed at 5:52 pm Eastern Time.

### **MEETING OF THE GOVERNING BOARD**

October 16, 2004

The Gaylord Opryland Resort and Convention Center

Nashville, Tennessee

#### **Attending**

##### **Officers**

Jane C. Waldbaum, *President*

C. Brian Rose, *First Vice President*

Malcolm Bell, III, *Vice President for Professional Responsibilities*

Susan Kane, *Vice President for Publications*

Cameron Jean Walker, *Vice President for Societies*

Shelby Brown, *Vice President of Education and Outreach*

Jeffrey Lamia, *Treasurer*

Bonnie Clendenning, *Executive Director*

Leonard V. Quigley, *General Counsel*

Lea Stirling, *President, AIA-Canada*

**Trustees**

Elie Abemayor, General Trustee  
Elizabeth Bartman, General Trustee  
Andrea Berlin, Academic Trustee  
Mary Beth Buck, General Trustee  
John McK. Camp, II, Academic Trustee  
Alexandra Cleworth, Society Trustee  
Susan Downey, Academic Trustee  
Kevin Glowacki, Academic Trustee  
Charles S. La Follette, General Trustee  
Jerald Milanich, Academic Trustee  
Donald Morrison, Society Trustee  
Kathleen Pavelko, General Trustee  
Alice S. Riginos, General Trustee  
Joan Schiele, General Trustee  
Kathleen Donahue Sherwood, Society Trustee  
Charles Steinmetz, General Trustee  
John Stubbs, General Trustee  
Barbara Tsakirgis, Academic Trustee  
Nancy C. Wilkie, *Past President*

**AIA Staff**

Allison Cartmell, Administrative Coordinator  
Elizabeth Gilgan, Director of Programs and Services  
Phyllis Pollak Katz, Publisher, *Archaeology*  
Naomi Norman, Editor-in-Chief, *AJA*  
Teresa Keller, CFO

**Not Attending**

Jerome Glick, General Trustee  
Richard H. Howland, Trustee Emeritus  
Norma Kershaw, Trustee Emerita  
Richard Leventhal, General Trustee  
Andrew M. T. Moore, Academic Trustee  
Robert Murowchick, Academic Trustee  
Dorinda Oliver, General Trustee  
Paul Rissman, General Trustee  
John J. Roche, General Trustee  
Lucille Roussin, General Trustee  
Ava Seave, General Trustee  
Patty Jo Watson, Academic Trustee  
Michael Wiseman, General Trustee  
Robyn Woodward, General Trustee

The meeting was called to order at 12:35 p.m. CT.

**I. APPROVAL OF THE MAY 1, 2004, GOVERNING BOARD MINUTES**

Discussion: J. Waldbaum asked for any changes to the minutes. S. Kane and T. Keller requested to be added to the participant list.

Action: Waldbaum called for a motion to accept the May 1, 2004, Governing Board Minutes, with the addition of Kane and Keller to the participant list. The motion was made, seconded and passed.

## II. PRESIDENT'S REPORT: JANE WALDBAUM, PRESIDENT

### A. Announcements

Discussion: J. Waldbaum, on behalf of the Board, thanked Arthur Demarest for the excellent lecture at the dinner last night and The Gaylord Opryland Resort and Convention Center for hosting the Governing Board meeting and all the attendant events. She also thanked Barbara Tsakirgis, the Convention and Visitors' Bureau and the Gaylord Opryland Hotel for arranging the reception at the Parthenon to follow the Board meeting. She also reminded Board members to register for the Annual Meeting in Boston and invited the board to attend a reception on Wednesday, January 4, 2005 in Boston. Waldbaum reported that the AIA has received a medal from the Deutsches Archäologisches Institut for its contributions to the archaeological community. She will travel to Berlin in November to accept the award and to attend a three-day scholarly congress. She completed her announcements with a request that all board members make their annual fund pledges or contributions as soon as possible.

Action: None.

### B. Remarks

Discussion: J. Waldbaum alerted the Board to an email she received recently. The email requests the AIA's support in protest of a road that is being constructed through Petroglyph National Monument in Santa Fe, New Mexico. It asks only for endorsement, not for a financial contribution.

Action: A motion was made that the Board approve the AIA's endorsement of the protest. An amendment was then suggested that approval be contingent on the consent of Albuquerque's local society. The amended motion was seconded and passed unanimously.

## III. TREASURER'S REPORT: JEFFREY LAMIA, TREASURER

### A. Review of the FY2004 Financial Performance

Discussion: J. Lamia reported that the preliminary unaudited result for FY2004 was a loss of \$132,000 because of difficulties in the magazine business (Archy), lower than budgeted development funds and larger than budgeted expenses in headquarters in part to fund some health care expenses under an old plan (now replaced with a better employee package at a lower cost to the Institute) and in part for one-time charges related to large staff turnover.

Action: None.

### B. Investment Subcommittee Update

Discussion: Lamia noted that the stock market had stalled this year and so the investment performance did not show the gains in the previous year. He noted that the percentage in equities was above the policy guidelines. If the percentage is not reduced by the beginning of December then the Investment Subcommittee, which is scheduled to meet at that time, will consider if rebalancing.

Action: None.

### C. FY2005 YTD Financial Performance

Discussion: Lamia gave the board a spreadsheet detailing YTD financial activity, but because FY2005 began in July, these numbers have little meaning.

Action: None

### D. FY2005 Revised Budget

Discussion: T. Keller presented the major changes to the budget that were recommended by the Finance Committee. By finding and correcting many errors within the original budget, Keller was able to redistribute funds and create a balanced budget. A Board member raised a concern that the revised budget may compromise the strategic planning goals that were set out during

the May Governing Board meeting, but B. Clendenning assured the Board that no strategic planning goals were compromised in the revised budget.

Action: A motion was made and seconded that the Board accept the recommended changes to the budget. The motion passed unanimously.

#### **E. Cash Flow FY2005**

Discussion: J. Lamia informed the board that monthly income statements and balance sheets will help the AIA become aware of cash flow cycles. Because cash flow constantly varies, it is important for the AIA to have access to unrestricted funds to cover operation costs. It was suggested that the AIA open a line of credit to cover costs in months with poor cash flow, but Lamia does not believe that to be a good answer to the problem. Opening a line of credit requires a great deal of time and effort, and would result in incurred interest costs for the AIA. Lamia reported that a full review of our auditors will be carried out this year.

Action: At the May meeting, the Finance Committee will provide the board with a recommendation concerning our auditing arrangements.

### **IV. EXECUTIVE DIRECTOR'S REPORT: BONNIE CLENNING, EXECUTIVE DIRECTOR**

#### **A. Boston and New York Staff**

Discussion: B. Clendenning reported that staff changes in the Boston office are almost complete. She is still searching for a Director of Development, but the other positions have been filled, and she is happy with the current staff.

Action: None

#### **B. Membership Report**

Discussion: T. Spurrier, Membership Coordinator, compiled a membership report from the old server. The report shows a large drop in membership in 2003, but the numbers are beginning to recover. A question was raised asking if either the Boston office or the local societies follow up with members who do not renew. B. Clendenning answered that the Boston office does not have the staff for this project, but it would be helpful to encourage societies to do so. At this time, a majority of societies have fewer than 50 members. The bylaws call for the elimination of all societies with fewer than 25 members, but Clendenning has hesitated to do so, because eliminating societies does not further the goals of the AIA. A society handbook was mailed prior to the meeting, and it may remind societies that they are in danger and give them a chance to change their numbers. E. Gilgan pointed out that several of the societies with fewer than 25 members are in formation; there are actually only four societies in danger of elimination.

Action: None.

#### **C. Planning Discussion in Preparation for FY2006 Budget**

Discussion: B. Clendenning reported that in the past, each society received three lectures a year and a monetary rebate. Currently, societies receive two lectures, \$225, and half of the original rebate. She asked the board to consider re-establishing the third lecture at a cost of \$30,000 a year for the FY 2006 budget. A question was raised concerning where in the budget the extra \$30,000 would come from, and Clendenning replied that the matter would be discussed at the January meeting. Clendenning reported that sixty-five percent of societies have requested a third lecture, and that reinstating the lecture would be a simple way for the AIA to do more for its societies. Several members of the Board felt that the third lecture would not help societies, as there is no evidence that lectures increase membership. Rather than returning to the status quo, it was suggested that the AIA focus on new initiatives for societies. Others did not feel that the AIA is in a position to spend more money on societies.

Action: A motion was made to enact no change on membership programs. Societies will continue to receive two lecturers a year and \$225 in lieu of the third lecture, and there will be no

change to the rebate. Motion was seconded and passed. J. Camp, A. Cleworth, C. La Follette, N. Norman, and C. Walker abstained from voting.

**V. DEVELOPMENT COMMITTEE REPORT: ELIE ABEMAYOR, CHAIR**

Discussion: E. Abemayor reported that the AIA achieved eighty-eight percent of its development goal for FY2004. Both the loss of the database and the staff changes in the development office contributed to the low number. Development is currently ahead of its FY2005 YTD target by twenty percent, but it is too early to determine whether that surplus will remain. Abemayor asked Board members to make their pledge or contribution to the Annual Fund as soon as possible, and reminded them that those unrestricted funds are important for the day-to-day operations of the AIA. B. Clendenning was asked when a new Director of Development would be selected, and she answered that the position should be filled by the January meeting.

Action: None.

**VI. PLANNED GIVING SUBCOMMITTEE REPORT: CHARLES LA FOLLETTE, CHAIR**

Discussion: C. La Follette encouraged the Board to remember the AIA in their wills. He said that some organizations gain twenty-five to thirty percent of their annual fund from planned giving. J. Waldbaum reminded Board members that they can write in the AIA as a beneficiary on their retirement funds (IRA, 403(b) or 401(k) plans), and B. Clendenning pointed out that contributing to charity gives more options to living beneficiaries.

Action: None.

**VII. GB OFFICER PRESENTATION: SHELBY BROWN, VP FOR EDUCATION AND OUTREACH**

Discussion: S. Brown updated the Board on the status of the new Education and Outreach department. She has been working with Ben Thomas, the recently hired Education and Outreach Coordinator in the Boston office, to find new ways for the AIA to reach the public. She asked Board members to contribute one idea each to the new department. Currently, they are attempting to find new and inexpensive ways to reach members. Brown hopes that the Education and Outreach department will encourage sound archaeological methods and serve as a resource for responsible archaeology. She and Thomas believe that the website will be an invaluable resource for reaching the public. They are working on several sections for the site, including an 'Ask the Experts' button and a FAQ. In the future, they hope to offer online classes for adults, a section guiding teachers on the use of archaeological movies in the classroom, and bibliographies of historical novels and non-academic archaeology books.

Action: None.

**VIII. GB OFFICER PRESENTATION: MALCOLM BELL III, VP FOR PROFESSIONAL RESPONSIBILITIES**

Discussion: M. Bell reported that the PRC Committee feels that the AIA should increase its attempts to discourage looting and preserve archaeological sites. He stated that the AIA should work to define an effective response to this problem. The PRC hopes to work closely with J. Stubbs of the World Monuments Fund on this issue.

Action: None.

**IX. AIA AWARDS**

**A. Excellence in Undergraduate Teaching Award**

Discussion: The AIA Excellence in Undergraduate Teaching Award Committee recommended Dr. Eric Cline for the award. The Board was alerted to one change in Dr. Cline's CV; he is now an Associate Professor and the chair of the Ancient History and Archaeology department at George Washington University.

Action: A motion was made and seconded to accept the recommendation of the committee. Motion passed unanimously.

### **B. Pomerance Award for Scientific Contributions to Archaeology**

Discussion: The Pomerance Science Medal Award Committee recommended Dr. Jane Buikstra for the award. Dr. Buikstra, a physical anthropologist, forensic anthropologist, professional archaeologist, paleopathologist, and expert on the skeletal effects of tuberculosis and other diseases, is a distinguished professor at the University of New Mexico.

Action: A motion was made and seconded to accept the recommendation of the committee. Motion passed unanimously.

### **C. Announcement of the Martha and Artemis Joukowsky Distinguished Service Award**

Discussion: J. Waldbaum announced that the Joukowsky Award SubCommittee recommended Anne Salisbury for the award, based on her dedicated support of her local society and the AIA as a whole and the Executive Committee approved the recommendation at its September meeting. In addition to being the driving force behind the Minneapolis Society, Salisbury has produced an archaeology television series for local cable networks, and has been instrumental in organizing the archaeology fair and teachers' sessions at the annual meeting.

Action: None.

## **X. NEW BUSINESS**

### **A. AIA-Canada Report and Recommendation – Lea Stirling, President AIA-Canada**

Discussion: L. Stirling announced that AIA-Canada has not been fulfilling its original goals of fundraising and increasing membership in Canada. Instead, it has become a large expense for the AIA. Therefore, at a teleconference on September 20, 2004 the Board of AIA-Canada voted to dissolve AIA-Canada and recommended to the Board of AIA that the dissolution of AIA-Canada be added to the January Council Meeting agenda. J. Waldbaum pointed out that dissolving the AIA-Canada will not affect membership or eliminate Canadian societies. It will simply remove specific governance positions for Canadian members. Canadian members will also be able to join AIA or register for the Annual Meeting using their credit cards, eliminating the need for a Canadian bank account to process the transactions.

Action: None.

### **B. Proposed Governance Changes: Jane Waldbaum, President**

#### **Article VIII.2**

Discussion: J. Waldbaum, on behalf of the Governance Committee, proposed a change to the Article VIII regulations of the Nominating Committee. This provision will broaden the pool of available candidates for the Nominating Committee, ensure that all candidates have served on the Governing Board, and allow the president to nominate candidates for the Nominating Committee who have experience in the divisions of the Board where there are vacancies.

Action: A motion was made and seconded to accept the proposed changes. The motion was passed unanimously.

#### **Article VIII – The Nominating Committee**

1. The President, with the advice of the Executive Committee, shall nominate persons, two for each vacancy, to be elected by the Council to serve on the Nominating Committee for a one-year term with the option of renewal by running unopposed for a second year from the date of election and until their successors are elected. To maintain a Board that represents significant community interests and that effectively guides the Institute's activities and operations, the Nominating Committee shall be responsible for selection, nomination, and evaluation of members of the Board, according to the policies of the Institute.

2. The Nominating Committee shall consist of five persons who either are serving or have served on the Governing Board. The President shall make every effort to ensure that at least one member representing each of the Board divisions (General, Society, Academic Trustee)

is included in each Nominating Committee. . A minimum of one year must elapse between completion of two one-year terms of service on the Nominating Committee and the beginning of another term. Members of the Nominating Committee cannot be nominated by the Nominating Committee for any other AIA office during a year in which they are serving on the Nominating Committee.

*Rationale: This provision broadens the pool of available candidates for the Nominating Committee, ensures that all candidates have had service on the Governing Board, and allows the president to nominate candidates for the Nominating Committee who have experience in the divisions of the Board where there are vacancies.*

#### **Article XIX**

Discussion: J. Waldbaum, on behalf of the Governance Committee, proposed to strike Article XIX, concerning the AIA-Canada, from the regulations. As stated by L. Stirling, AIA-Canada has not raised the funds necessary for its survival. Membership services to Canadians and Canadian societies will not be affected by this reintegration into the larger organization.

Action: It was moved and seconded to accept the proposed change. The motion was passed with K. Sherwood abstaining.

*Rationale: As stated in a memo of Sept. 21, 2004 from Prof. Lea Stirling, President of AIA-Canada to Jane Waldbaum, President, AIA:*

*At a meeting by conference call on 20 September, 2004, the board members of AIA-Canada voted to recommend dissolving AIA Canada. Fund-raising was a major motivation in creating a separate Canadian wing, but AIA-Canada has not generated donations on the scale that was hoped for. Thus, while we regret to close something with the name of Canada on it, it seems the best decision at this time. I request that you take the necessary steps within AIA to rescind Article 19 and dissolve AIA Canada. As we understand it, membership services to Canadians and Canadian societies will not be affected by reintegration into the larger organization.*

#### **C. AIA Staff Member Report: Elizabeth Gilgan, Director of Membership Programs**

Discussion: E. Gilgan reported on her work with AIA fellowships. She stated that before 2001, very few demographic records of applicants were kept. Currently, she is focusing on which universities generate the most applications, in order to determine how better to advertise the opportunities. She informed the board that participation had increased in recent years as the awards have gained increased publicity, but the number of applicants has decreased in the past year. J. Waldbaum asked all professors to encourage their students to apply for the fellowships. C. Walker pointed out that many of the fellowships are too limited to attract a broad applicant pool, and that grants are more desirable for students. Waldbaum agreed, and said that is a topic for the Board to examine in the future.

Action: None.

#### **D. Interim Report on the AJA: Naomi Norman, Editor-in-Chief**

Discussion: N. Norman began by thanking the Board for her editorship position, and she informed them that she has had a difficult transition. She lost many of the AJA staff members, but found freelance workers to complete the October issue. The issue is currently typeset, laid out, and being proofed. It will be delivered to the printer by Halloween and distributed by Thanksgiving. She has many new ideas for the journal, and would like to add more articles, more color illustrations, and more newsletters, as well as themed issues, state of the discipline articles, forum-style articles, and a section about the AJA website. She announced that E. Bartman has accepted the position of Editor of the Museums Column; she will travel and review museum exhibitions for the AJA. Norman extended her thanks to B. Hitchner and the AJA staff, and J. Waldbaum welcomed her officially.

Action: None.



**E. Report of the Nominating Committee: E. Bartman, Chair**

Discussion: E. Bartman announced that the Nominating Committee had to find six General Trustees this year. They have only found five, and all will run uncontested. She asked the entire Board to work throughout the year to recruit new members. Because important people receive offers from many organizations, the recruitment process should take a year or multiple years. She thanked everyone who worked to recruit and recommend this year's nominees. This year's slate is: John Crary, Brian Heidtke, Peter Herdrich, William Lindsay, and David Seigle, Robyn Woodward who are running as the uncontested General Trustees, Peter Russo and Caroline Maddock, who are running for Vice President for Societes, David McCreery, Paul Zimansky, Helen Nagy, J. Theodore Pena, William Fitzhugh, David Tarler, and Jeffrey Ulin, who are running for Academic Trustee positions. J. Waldbaum thanked Bartman for two years of hard work and dedication.

Action: None.

**XI. OLD BUSINESS****A. Publications Task Force Report and Interim Report**

Discussion: S. Kane began by expressing her thanks to the Task Force to Review Book Publication. She reported that the Task Force recommends the creation of a subvention prize or several prizes for the publication of scholarly works. Currently, the AIA does not have the resources to support a full-scale monograph program, but with these prizes, the organization could stay involved in the publication of important works. At the September Executive Committee meeting, it was suggested that the prizes highlight first-time authors or works that publishers are unwilling to support, such as field reports. The VonBothmer fund, an endowment that provides about \$25,000 per year, would adequately cover the expense of the prizes, however, its use is restricted to Classical subjects and in years when there is a CVA volume that must take priority. Nevertheless, the prizes are a temporary solution and a way to put the AIA name on scholarly works.

Action: A motion was made that the Task Force be charged with recommending to the Board at the January meeting the details and regulations of the prizes, as well as how and when publicity for the contest will begin. The motion was amended to charge S. Kane and B. Clendenning with the task, as opposed to the entire Task Force. The motion was seconded and passed unanimously.

**B. Officer's Reports/Policy Issues/Highlights**

Discussion: There were no questions on the officer's reports.

Action: None.

**XII. OPEN DISCUSSION****A. Strategic Planning since May 2004**

Discussion: J. Waldbaum began the open discussion by reviewing the strategic planning ideas proposed by Board members since the May meeting. These include sponsoring a dig, sharing lobbyists with like-minded organizations (such as the SAA), and purchasing and preserving at-risk archaeological sites. Waldbaum pointed out that these are lofty ideas and initiatives that must be examined and prioritized. While instituting new ideas, the AIA must be careful not to neglect the good works it already does. Several Board members argued that the preservation of sites brings together the AIA's mission. Site preservation could also show members and donors something positive and tangible that is being done with their money. J. Stubbs agreed that the idea was interesting, but warned that buying a site could be disastrous. He suggested that the AIA focus on lecture programs and publications, which is what it does best, and said that we may be able to look into partnerships with other organizations to involve ourselves in other works. Members of the Board also felt that the AIA should seek more publicity in the media. C. Steinmetz suggested that a process be created to connect specialists with the media, such as a clearinghouse. Waldbaum stated that because many issues are more sensitive than they might

appear at first, a clearinghouse does not always find the best person for the discussion, and asked that the press be directed to herself, B. Rose, or M. Bell.

Action: None.

#### **B. The AIA Award for Excellence in the Popular Media**

Discussion: C. Walker questioned why the AIA largely ignores popular media on archaeology and allows problematic sources to define the field of archaeology for the public. A general feeling was raised that the AIA should be more involved in popular media. It was proposed that the AIA offer a non-monetary award for the best archaeological movie, documentary, television show, or book intended for the popular media. J. Lamia felt that this award would cost the AIA money even without a prize attached to it, as the award would need to be publicized. K. Pavelko said that perhaps a donor could be found, and J. Waldbaum said that the Annual Meeting could serve as a vehicle for publicity. M. Buck proposed tying the award into development, and possibly offering a dinner with the award winner for members who donate above a certain amount.

Action: C. Steinmentz moved to create two new prizes, one for the best documentary and one for the best book intended for the popular press. K. Pavelko proposed an amendment to broaden the stipulations and create an award program for the best media communicating archaeology to the general population, the number and type to be determined by a task force appointed by J. Waldbaum. The motion was seconded and passed unanimously. Waldbaum proposed that the first winner be chosen for the 2006 Annual Meeting in Montreal.

### **XIII. ADJOURNMENT**

J. Waldbaum reminded the Board to complete their development pledge cards, and S. Brown asked that everyone continue thinking about new ideas for education and advocacy. A motion was made to adjourn, and it was seconded and passed unanimously. Meeting adjourned at 5:10 p.m.

### **EXECUTIVE COMMITTEE MEETING**

December 8, 2004  
Conference Call  
6:15 p.m. ET

#### **Participating**

Jane C. Waldbaum, President; C. Brian Rose, First Vice President; Malcolm Bell, III, Vice President for Professional Responsibilities; Susan Kane, Vice President for Publications; Cameron Jean Walker, Vice President for Societies; Shelby Brown, Vice President for Education and Outreach; Jeffrey A. Lamia, Treasurer; Leonard V. Quigley, Paul, Weiss, Rifkind, Wharton & Garrison, General Counsel; Bonnie Clendenning, Executive Director; Elie Abemayor, Governing Board; Elizabeth Bartman, Governing Board; Joan Schiele, Governing Board; Teresa Keller, CFO; Lea Stirling, President- AIA Canada, Guest; Charles LaFollette, Guest.

#### **Not Participating**

Susan Downey, Governing Board

The meeting was called to order at 6:25 p.m.

#### **I. APPROVAL OF THE SEPTEMBER 10, 2004 EXECUTIVE COMMITTEE MINUTES**

Discussion: There were no requests for changes to the minutes.

Action: Acceptance of the minutes was moved, seconded and passed unanimously.

#### **II. REPORT OF THE PRESIDENT: JANE C. WALDBAUM**

##### **A. The DAI and Winckelmann Medal**

Discussion: J. Waldbaum reported on her recent trip to Germany to accept the Winckelmann Medal on behalf of the AIA. The medal, which was awarded by the Deutsches Archäologisches

Institut, or DAI, represents the highest level of international recognition that the AIA has received to date. It is the tenth to be awarded since 1929, and the first to be awarded to an organization or individual outside of Europe. Waldbaum had a wonderful time on her trip, and looks forward to future cooperation between the DAI and the AIA.

Action: None.

### III. REPORT OF THE TREASURER, JEFFREY LAMIA

#### A. Changes in the FY04 Budget

Discussion: Lamia explained the changes in the FY05 budget. Previous estimates on yearly income were too high, and major adjustments have had to be made to correct this problem. Originally, it appeared that we had a profit in FY03, but that was incorrect. *Archaeology* magazine has been losing money, which was a contributing factor in the FY04 deficit of \$41,000.

Action: None.

#### B. FY05 YTD Financial Performance

Discussion: To date, there is a substantial negative variance of \$191,000 in the budget. Most of this variance is driven by the over budgeting for *Archaeology* magazine advertising. Lamia explained that this is an area of real concern, because for the first time, subscription numbers are dropping significantly. In the past, magazine expenses have been cut to make up revenue, but *Archaeology* is also over budget on expenses this year. B. Clendenning stated that she, P. Katz, and T. Keller are trying to understand the effects of timing on the budget. Katz believes that the numbers will turn around, but they are trying to determine the proper course of action if the negative variance continues. Keller reported that their original plan was to reduce the direct mail sent in December, but the mailings have already been printed and must be sent. Clendenning and Keller would like more control over *Archaeology* direct mail. B. Rose stated that he does not believe we are taking advantage of the opportunities presented by the Internet, especially for things like gift subscriptions. Keller agreed, and pointed out that while it is not possible to buy an *Archaeology* gift subscription through our website, they can be purchased for \$10/year on Netmagazine.com. They are also available for \$16/year on Amazon.com. Rose requested that this be added to the agenda for the next *Archaeology* magazine committee meeting.

Action: The Treasurer, Executive Director, CFO, and Publisher of *Archaeology* will continue to address the negative variance. The topic of online magazine gift subscriptions will be discussed at the *Archaeology* magazine committee meeting in January.

#### C. INVESTMENT SUBCOMMITTEE UPDATE

Discussion: Lamia stated that the AIA's investment value has increased with the completion of our U.S. Trust account. Now we have direct accounts with both Gabelli and Vanguard. Equities are approaching 77%, and the Investment Subcommittee agreed to rebalance.

Action: Updated investment value tables will be distributed at the January Governing Board meeting.

#### A. *Dig* magazine Update

Discussion: We are currently providing six free pages to *Dig* magazine in *Archaeology* Magazine each year, but these pages are not earning money for us. Therefore, the President, Treasurer and Executive Director would like to end this agreement. If the Director of Carus Publishing does not wish to eliminate the pages, a change of the legal relationship with Carus will be discussed at the Governing Board meeting. We will also be requesting 100 free copies to use at the Annual Meeting's *Archaeology* Fair.

Action: The AIA will seek to change our current agreement with Carus Publishing.

#### A. Review of the FY 2004 Audit

Discussion: J. Lamia reported that due to staffing changes in the auditors' office, the final balance sheet was not available at the time of the conference call.

Action: The audit report will be distributed to the Governing Board at the Annual Meeting.

#### **IV. REPORT OF THE DEVELOPMENT COMMITTEE: ELIE M. ABEMAYOR**

Discussion: E. Abemayor stated that the AIA Fund is currently at \$108,000, which is above the YTD goal of \$75,000. Because it is still early in the year, this success could be due to timing. J. Waldbaum pointed out that early pledges and gifts from Governing Board members contributed to the strength of the fund, and thanked Executive Committee members for their quick response to the call for pledges and gifts.

Action: Several issues will be discussed at January's Development Committee meeting, including extending the use of restricted funds, and using committee members to court potential donors.

#### **V. REPORT OF THE EXECUTIVE DIRECTOR, BONNIE CLENNENING**

##### **A. Membership Report**

Discussion: B. Clendenning reported that the new database has merged the old development and membership databases. The new database is currently being organized and regularized. The conversion caused a backlog of new memberships and renewals, so the November membership numbers look lower than they actually are. There will be a spike in membership in December, as the backlogged memberships are processed, but subsequent reports should be consistent. Clendenning hopes that the new database will improve our opportunity to track members and determine the success of renewal campaigns. A committee member asked why the life member category experienced a large jump in November, and Clendenning replied that all Foreign Honorary Members were added to the category.

Action: None

##### **B. Annual Meeting Update**

Discussion: Clendenning said that annual meeting preparations are going well. She looks forward to seeing everyone there.

Action: None

##### **C. Search for Director of Development**

Discussion: Clendenning stated that she had wanted to hire a search firm to locate a Director of Development, but the funds were not available in the budget. Instead, she advertised locally on-line. She received twenty-two resumes, out of which she chose six candidates to interview. She believes that one of the six will be the new Director of Development. She hopes to find a suitable candidate in time for him or her to attend the Development Committee meeting on January 7.

Action: None.

##### **D. Archaeology magazine**

Discussion: Clendenning believes that *Archaeology* magazine will be her biggest challenge of 2005. She and P. Katz are continuing their efforts to bring the New York office and the Boston office together as one organization. For example, they are creating a script for the operators at Kable, the Archaeology magazine subscription service, which will include membership information. Clendenning would also like to include AIA planned giving ads and an AIA news section in *Archaeology*. Though Katz is concerned that this space would have to be taken from paying advertisers, both see the value of cross marketing.

Action: None.

#### **VI. OLD BUSINESS**

##### **A. Update of Foreign Honorary Members, Jane C. Waldbaum**

Discussion: With authorization at the last Executive Committee meeting, Waldbaum sent a letter to all of the current FHMs. The letter asked which of our publications they would like to receive. So far, the office has received responses from thirteen of the thirty-five FHMs. Most would like

to continue receiving all publications, though a few would not. The majority of the FHMs sent notes of thanks along with their responses. The letters also led to the discovery that Nicholas Coldstream was dropped from the membership lists for five years. The membership office is hoping to provide him with back issues of the AJA to apologize for the oversight.

Action: None.

**B. Update of Scholarly Publication Subvention, Susan Kane and Bonnie Clendenning**

Discussion: S. Kane presented her proposal for the AIA Publication Prize and invited questions and comments from the committee. M. Bell began by asking for a clarification on the relationship between the Publications Prize Committee and the CVA Committee. Kane replied that though new volumes of the CVA will receive preference for funding, the prize is not specifically for CVAs. The same fund would be used to fund CVA volumes when available and other book subventions in Classical Archaeology when they are not. In most years when there is no CVA volume, the income from the fund should be sufficient to offer more than one subvention. J. Waldbaum suggested that the CVA Committee become a subcommittee of the Publications Prize Committee. Another question was asked about any restrictions on the new prize. Kane replied that because of the restrictions placed on the von Bothmer fund, the prize is limited to classical subject matter. She hopes that we might be able to lift those restrictions by raising money for the prize in the future. A question was asked on if this will be an "award" or a "prize." The committee would like it to be known as a "Publication Grant."

Action: S. Kane agreed to revise the proposal in accordance with the Committee's suggestions. The revised proposal will be presented to the Governing Board in January.

**B. RPA: Recommendation of the PRC to reinstate AIA as a dues-paying, sponsoring member of RPA as of FY 2006 budget: Malcolm Bell, III**

Discussion: M. Bell reported that the PRC voted unanimously to sponsor RPA. We will not be charged for our two-year lapse in sponsorship. The committee cited the substantial number of AIA members listed in the register and the AIA's role in creating the organization as reasons to return to full sponsorship.

Action: A motion was made to accept the PRC's recommendation. The motion was seconded and passed unanimously. J. Waldbaum will notify the RPA, and sponsorship will go into effect on July 1st, 2005.

**VII. NEW BUSINESS**

**A. Transfer of oversight of Archives Committee from First VP to VP for Publications: Jane Waldbaum**

Discussion: Waldbaum stated that B. Rose is currently overloaded with committees and task forces, and proposed that oversight of the Archives committee be transferred to S. Kane.

Action: A motion was made to accept Waldbaum's proposal. The motion was seconded and passed unanimously.

**B. Approval of publications policy on undocumented antiquities: Malcolm Bell, III**

Discussion: M. Bell presented the revised publications and Annual Meeting presentation policies that were approved by the PRC.

1. Policy for the Annual Meeting: In accordance with the AIA's Resolution Concerning the Acquisition of Cultural Properties Originating in Foreign Countries (1973), the Annual Meeting may not serve for the announcement or initial scholarly presentation of any object in a public or private collection acquired after December 30, 1973, unless its existence can be documented prior to that date, or it was legally exported from the country of origin. An exception may be made by the Program Committee if the presentation emphasizes the loss of archaeological context.

2. Policy for *AJA/Archaeology*: As a publication of the Archaeological Institute of America, *AJA/Archaeology* will not serve for the announcement or initial scholarly presentation of any object in

a private or public collection acquired after December 30, 1973, unless its existence is documented before that date, or it was legally exported from the country of origin. An exception may be made if, in the view of the Editor, the aim of publication is to emphasize the loss of archaeological context. Reviews of exhibitions, catalogues, or publications that do not follow these guidelines should state that the exhibition or publication in question includes material without known archaeological findspot.

This policy will be published in each issue of *Archaeology*, included in the contracts of *AJA* authors and included in the Annual Meeting's call for papers. J. Waldbaum stated that this will also be posted on our website to provide the public with a clear statement of our policy.

Action: A motion was made to accept the recommendations from the PRC. The motion was seconded and passed unanimously.

#### **VIII. ADJOURNMENT**

A motion was made to adjourn. The motion was seconded and passed. The meeting was adjourned at 7:40 p.m.

### **MEETING OF THE GOVERNING BOARD**

January 6, 2005  
The Sheraton Boston Hotel  
Boston, Massachusetts

#### **Attending**

##### **Officers**

Jane C. Waldbaum, *President*  
C. Brian Rose, *First Vice President*  
Susan Kane, *Vice President for Publications*  
Cameron Jean Walker, *Vice President for Societies*  
Shelby Brown, *Vice President of Education and Outreach*  
Jeffrey Lamia, *Treasurer*  
Bonnie Clendenning, *Executive Director*  
Leonard V. Quigley, *General Counsel*  
Lea Stirling, *President, AIA-Canada*  
Nancy C. Wilkie, *Past President*

##### **Trustees**

Elie Abemayor, *General Trustee*  
Elizabeth Bartman, *General Trustee*  
Andrea Berlin, *Academic Trustee*  
Mary Beth Buck, *General Trustee*  
John McK. Camp, II, *Academic Trustee*  
Alexandra Cleworth, *Society Trustee*  
Kevin Glowacki, *Academic Trustee*  
Charles S. La Follette, *General Trustee*  
Richard Leventhal, *General Trustee*  
Jerald Milanich, *Academic Trustee*  
Andrew M. T. Moore, *Academic Trustee*  
Donald Morrison, *Society Trustee*  
Robert Murowchick, *Academic Trustee*  
Dorinda Oliver, *General Trustee*  
Paul Rissman, *General Trustee*  
John J. Roche, *General Trustee*  
Lucille Roussin, *General Trustee*  
Joan Schiele, *General Trustee*  
Ava Seave, *General Trustee*

Kathleen Donahue Sherwood, Society Trustee  
Charles Steinmetz, General Trustee  
John Stubbs, General Trustee  
Barbara Tsakirgis, Academic Trustee  
Patty Jo Watson, Academic Trustee

**AIA Staff**

Allison Cartmell, Administrative Coordinator  
Elizabeth Gilgan, Director of Programs and Services  
Phyllis Pollak Katz, Publisher, *Archaeology*  
Teresa Keller, CFO  
Naomi Norman, Editor-in-Chief, *AJA*  
Peter Young, Editor-in-Chief, *Archaeology*

**Guests**

Brian Heidtke  
Helen Nagy  
John Russell  
James Wiseman  
Peter Russo  
Pauline Yu

**Not Attending**

Malcolm Bell, III, *Vice President for Professional Responsibilities*  
Susan Downey, Academic Trustee  
Jerome Glick, General Trustee  
Richard H. Howland, Trustee Emeritus  
Norma Kershaw, Trustee Emerita  
Kathleen Pavelko, General Trustee  
Alice S. Riginos, General Trustee  
Michael Wiseman, General Trustee  
Robyn Woodward, General Trustee

The meeting was called to order at 1:10 p.m.

**I. APPROVAL OF THE OCTOBER 16, 2004 GOVERNING BOARD MINUTES**

Discussion: J. Waldbaum stated that under item X, New Business, the text of Article VIII and Article XIX should be inserted with a strike-through line. Also, the Petroglyph National Monument mentioned in Waldbaum's President's report is located in Albuquerque, NM, not Santa Fe. Finally, the discussion section of the Executive Director's report does not mention that each society receives \$225 per year in lieu of a third lecture.

Action: Waldbaum called for a motion to accept the minutes with the above-mentioned changes. Motion was made, seconded and passed unanimously.

**II. PRESIDENT'S REPORT: JANE WALDBAUM, PRESIDENT****A. Announcements**

Discussion: Waldbaum began her report by thanking Meetings Coordinator Helen Evans and the AIA staff for all of their hard work in planning the annual meeting. She then thanked the retiring Board members, Elizabeth Bartman, Kathleen Pavelko, Alice Riginos, John Roche, Joan Schiele, John Stubbs, Kevin Glowaki, Andrew Moore, Patty Jo Watson, and Vice President for Societies Cameron Walker for their years of dedication to the AIA and their work on the Governing Board. She then welcomed guests Helen Nagy, Brian Heidtke, John Russell, and James Wiseman.

Action: None



**B. Accomplishments, 2004**

Discussion: Waldbaum reported that the prestigious Wincklemann medal, which was awarded to the AIA by the Deutsches Archäologisches Institut in November, was on display in her suite. Following the meeting, she will hand it over to B. Clendenning for display in the Boston office. Waldbaum invited all board members to view the medal and take pride in this great honor.

Action: None.

**C. Specific Policy Issues Voted by the Executive Committee****1. Foreign Honorary Members Update**

Discussion: During the September Executive Committee meeting, Waldbaum led a discussion on the Foreign Honorary Member program. In September, there were thirty-six living FHMs, though a 1912 vote limits the number to twelve. In September, the Executive Committee voted to continue electing FHMs, but to provide new members only with the *AJA*, as opposed to the full life member benefits (the *AJA*, *ARCHAEOLOGY*, and the Newsletter) they now receive. The Boston office conducted a survey of existing FHMs to determine which publications each would like to receive. At the time of the meeting, fourteen of the current FHMs had responded. Most asked to continue receiving all publications, and expressed their pleasure at being honored by the AIA.

Action: None.

**2. Sponsorship of the Register of Professional Archaeologists**

Discussion: On the recommendation of the Professional Responsibilities Committee, the Executive Committee voted to return to full sponsorship of the RPA. The large number of AIA members listed in the register and the AIA's position in founding the register led to the vote. Sponsorship will also allow the Institute to work with our sister organizations. The SAA, the SHA, and the AAA all sponsor the RPA. S. Kane will serve as the AIA's representative on the Board of the RPA.

Action: None.

**3. Revised Publication and Presentation Policies**

Discussion: In October The Professional Responsibilities Committee voted to recommend updating the AIA's policies for presentation at the Annual Meeting and for publication in the *AJA* and *Archaeology* magazine. The recommendation was adopted by the Executive Committee at its December meeting. Neither the Annual Meeting nor the AIA publications may serve for the announcement or initial scholarly presentation of any object in a private or public collection acquired after December 30, 1973, unless its existence is documented before that date, or it was legally exported from its country of origin. An exception may be made if the aim of the presentation is to emphasize the loss of archaeological context. The programs committee may make the exception for any presentation at the Annual Meeting, and the Editors of *AJA* and *Archaeology* may make the exception for their respective publication. The full text of these amended policies is available on the AIA website.

Action: None.

**D. Resolution in support of U.S. Funding for Protection of Iraqi Antiquities**

Discussion: J. Russell reported that together with the CPA, he is working to protect cultural heritage sites in Iraq. The Iraqi government has created and funded a ranger force to patrol sites, but has not provided the force with equipment. Without the necessary equipment, the ranger force cannot protect these sites. Russell would like the United States government to fund the project fully, but government officials would like to have the support of a respected archaeological organization. Russell asked the Board to support the following resolution:

Archaeological sites and artifacts inform us about their history only when they are properly excavated. The Governing Board of the Archaeological Institute of America affirms the fundamental importance of Iraq's archaeological heritage for our understanding of the human past,

present, and future. We deplore the continuing wholesale destruction of this part of our past through looting of archaeological sites in Iraq, and the resulting infusion of huge amounts of capital into the illegal antiquities trade, thereby fuelling further looting and destruction. Unless action is taken quickly, the looting will continue until these sites are completely destroyed, a process that in some cases will take not years, but months. The Governing Board of the Archaeological Institute of America, therefore, strongly supports the proposal to provide U.S. funding assistance to the antiquities rangers charged with protecting archaeological sites in Iraq.

Action: C. Steinmetz moved to accept the resolution. L. Quigley proposed a friendly amendment to include specific requests in the resolution. The amended resolution reads:

Archaeological sites and artifacts inform us about their history only when they are properly excavated. The Governing Board of the Archaeological Institute of America affirms the fundamental importance of Iraq's archaeological heritage for our understanding of the human past, present, and future. We deplore the continuing wholesale destruction of this part of our past through looting of archaeological sites in Iraq, and the resulting infusion of huge amounts of capital into the illegal antiquities trade, thereby fuelling further looting and destruction. Unless action is taken quickly, the looting will continue until these sites are completely destroyed, a process that in some cases will take not years, but months. The Governing Board of the Archaeological Institute of America, therefore, strongly supports a proposal for the U.S. Government to provide funding to help protect antiquities in Iraq. This proposal is for \$2,250,000 to purchase 100 trucks and to buy radios and weapons for 1200 new antiquities rangers whose salaries have already been funded by the Iraqi Ministry of Finance, but who have not been hired because of lack of funds for equipment.

J. Waldbaum reminded the Board that this would not require money from the AIA budget; it would give the Institute's support to a government-funded program. She also stressed how important it is that the archaeological community supports the protection of antiquities in Iraq. A motion was made to accept the amended resolution. The motion was seconded and passed, unanimously.

### **III. Treasurer's Report: Jeffrey Lamia, Treasurer**

#### **A. Treasurer's Report**

Discussion: Lamia reported that he had a major change to make to the treasurer's report. The final audit increased the year's loss by \$40,000, bringing the total loss for FY04 to \$193,000. This increase is largely due to the reporting of *Archaeology* newsstand sales. Bulk issues of the magazine are delivered to a newsstand agent that does not return a final sales report until ten months after the release of the magazine. The treasurer and the CFO have to estimate what the return of these sales will be, and this number was highly overestimated for FY04. In the future, estimates will be more moderate.

Action: None.

#### **B. Fiscal 2004 Audit**

Discussion: Keller and Lamia have discovered that our auditors have been ignoring an accounting standard called FAS 116. This should have been applied for the past ten years, but it has not been. Lamia would like to convene an Audit Task Force to review our auditors and possibly hire new ones.

Action: None.

#### **C. Review of YTD 05 Financials**

Discussion: To date, there is a \$54,000 positive variance in the FY05 budget. Some of this is related to timing, however, and *Archaeology* is facing continued difficulties. P. Katz and B. Clendenning are working together to fix these problems, but it will be another difficult year. The Institute's investments continue to do well, and are now at the level where they were in 2002.

Action: None.

**D. Recommendation from the Finance Committee**

Discussion: From time to time, the Institute is required to open and close bank accounts. The Finance Committee would like to give any two of the President, Executive Director and Treasurer the authority to do this on behalf of the Governing Board.

Action: A motion was made to allow any two of the President, Executive Director and Treasurer to open and close bank accounts on behalf of the Governing Board. The motion was seconded and passed unanimously.

**E. Dig Report**

Discussion: *Archaeology* provides *Dig* with six free full-page ads each year. According to the Institute's agreement with Carus Publishing, we should receive money for any subscriptions generated by the ad, but this has not happened. Lamia has negotiated with Carus, and has eliminated those pages. Should the Board vote in favor of a new agreement, in the future, the Institute would have the option to include an ad for DIG at our discretion. This agreement would renew for FY06 unless either party asks for a change no later than 120 days before June 30th.

Action: A motion was made to agree to the new deal with Carus publishing. This will eliminate the six free ads for *Dig* and allow *Archaeology* to provide ads when it chooses to do so. The motion was seconded and passed unanimously.

**IV. PRESENTATION BY PAULINE YU, PRESIDENT, AMERICAN COUNCIL OF LEARNED SOCIETIES**

Discussion: B. Clendenning introduced Pauline Yu, President of the American Council of Learned Societies. Yu reported that visiting the sixty-eight societies that make up ACLS is an important part of her work. The mission of ACLS is, "the advancement of humanistic studies in all fields of learning in the humanities and the social sciences and the maintenance and strengthening of relations among the national societies devoted to such studies." They carry out their mission by supporting scholarship through fellowships and grants, by strengthening the international communication of scholars, and by supporting scholarly publications. A recent focus of the ACLS is the preservation of the humanities in colleges and universities. Today, one third of all undergraduate institutions in the United States are career preparatory schools. The faculties of these schools are generally not very competitive in the ACLS's fellowship competitions. The ACLS would like to understand why interdisciplinary scholars fare better in scholarly competition, and how to return the attention of schools to the humanities. J. Waldbaum asked Yu about the changes the ACLS is making to its publications program, and informed her of the AIA's new subvention program. Yu replied that the ACLS is studying the ways to use technology in publications. Because they would like to present data to the largest number of constituents possible, digitizing their publications and records is one of their goals.

**V. EXECUTIVE DIRECTOR'S REPORT: BONNIE CLENDENNING, EXECUTIVE DIRECTOR****A. Membership Report**

Discussion: B. Clendenning began by thanking the Governing Board for their attendance. She informed the Board that the new Managing Editor of the *AJA*, Madeline Donachie, had finished and sent out the October issue of the *Journal*. The January issue will be delayed, but all subsequent issues should be on time. Clendenning is working to improve the AIA's membership services. Since the October meeting, she has visited the Washington D.C., Richmond, and Cleveland societies. Also since the October meeting, the database has been converted. Now all of the AIA's databases have been combined. The conversion was a huge undertaking, but it was necessary to improve service to our members. The November membership report was the first to be pulled from the new database. The numbers are low, but that is because the conversion to in-house membership has created a large backlog. The report is also not entirely reliable because the new database calculates differently than the old, and T. Spurrier, Membership Coordinator, is still learning how to best pull information from it. Clendenning believes that membership numbers are increasing, and that the worst of the decline is over.

Action: None.

**B. Continuation of Planning Conversation for FY06**

Discussion: After the October meeting, some Board members expressed a desire for additional strategic planning discussions. For this meeting B Clendenning asked the Board to split itself into three focus groups to discuss how the AIA should carry out its mission of education, advocacy and sound professional practice. She announced that the Board would reconvene at 3:40 and hold a group discussion during the open discussion time at the end of the meeting.

Action: The members of the Board convened in three focus groups.

**VI. DEVELOPMENT COMMITTEE REPORT: ELIE ABEMAYOR, CHAIR**

Discussion: E. Abemayor reported that the AIA fund is doing well. Trustee donations have contributed significantly to the fund, but only eighty-four percent of trustees have contributed, and only forty-four percent have met the suggested levels. To ensure the success of the AIA fund, the full participation of Board members is critical. N. Norman's personal appeals for donations to the Society for the *AJA* have raised a very good return of \$15,000. Restricted funds are also on target. Headquarters is still looking for a Director of Development, but it is hoped that someone will be hired by the next Board meeting.

Action: None.

**VII. PLANNED GIVING SUBCOMMITTEE REPORT: CHARLES LA FOLLETTE, CHAIR**

Discussion: C. La Follette informed Board members that they can write in the AIA as a beneficiary on their retirement funds (IRA, 403(b) or 401(k) plans) without changing their wills or even hiring a lawyer. He reminded the Board that planned giving is imperative to the financial security of any organization.

Action: None.

**VIII. AIA 2006 GOLD MEDAL AWARD: JANE WALDBAUM, PRESIDENT**

Discussion: As per tradition, there was no discussion on the Gold Medal nominees.

Action: A motion was made to accept the recommendation of the Gold Medal Committee to award the Medal to Joseph W. Shaw and Maria Coutroubaki Shaw. The motion was seconded and passed unanimously. Waldbaum will happily notify the winners.

**IX. NEW BUSINESS****A. AIA Staff Member Report: Kevin Mullen, Print & Electronic Publications Manager**

Discussion: Kevin Mullen, Manager of Electronic and Print Publications, reported on the status of the AIA Publications Department. The new *AJA* and AIA Publications staff members, Madeline Donachie, Trina Arpin and Vanessa Lord, were introduced to the board. The overall structure of the Publications and New Media department was reviewed. The board was given updates on the status of the various publications operations. Highlights included the expansion of the newsletter to three issues a year and the publication of the AIA Bulletin, Annual Meeting Abstracts, and AFOB. A detailed overview of the most recent improvements to the AIA and *AJA* websites was presented. Traffic on the site continues to grow and has more than doubled since the new website was first launched. New initiatives continue to be planned for the sites including the expanding education section. Backend development also continues to support and facilitate AIA operations. Online tools are currently utilized extensively by the Program Committee to help them evaluate abstracts and create the Annual Meeting Program. They are also utilized by staff members to keep information on the website updated. The *AJA* website is scheduled to undergo an update in 2005 with the inclusion of new features such as the *AJA* Online Forum and online museum review articles.

Action: None.

## X. OLD BUSINESS

### A. Recommendation on Subvention Grant Program: Susan Kane, Bonnie Clendenning

Discussion: S. Kane reviewed the new Subvention Grant Program, which will use the von Bothmer restricted books publication fund to create subvention grants to support the publication of book-length scholarly manuscripts in Classical Archaeology (Greek, Roman and Etruscan) which have been accepted by a non-profit publisher, but cannot be published in their most desirable form without a subsidy. The work of first-time authors and reports on unpublished sites will be given preference, and new volumes of the *Corpus Vasorum Antiquorum* will continue to be funded. This grant will allow the AIA to maintain a presence in the field of book publication without the responsibility of overseeing an in-house monograph program.

Action: A motion was made to approve the Subvention Grant Program. The motion was seconded and passed unanimously.

### B. Troop Lecture Program Update: C. Brian Rose

Discussion: B. Rose updated the Board on the AIA troop lecture program. Just before Christmas, the United States Department of Defense approved the plan to send AIA lecturers to military bases to lecture on the archaeology of Iraq and Afghanistan. The lectures will be a part of the troops' pre-deployment training, and all soldiers will be required to attend. The lectures are being funded by a Grant from the Packard Foundation, but the chosen lecturers will be local to the military bases, so expenses should be low. Furthermore, the lecturers are volunteering their time, and do not expect an honorarium. The lectures will be engaging sessions that will provide the troops with background information about the archaeology of their assigned area of the world, and also give a crash course on how to protect an archaeological site. Everyone involved is excited about the opportunity to protect the endangered cultural history in these war zones.

Action: None.

## XI. OPEN DISCUSSION: BONNIE CLENDENNING

Discussion: Clendenning invited the spokesperson for each focus group to share the group's ideas with the Board. They presented a large variety of ideas, but many followed common themes. All of the groups would like to work on media relations, possibly by appointing a press-relations committee or by instating a press officer. The Board would also like to increase the AIA's outreach to teachers. The education button on the website is a good start to this, but Board members would like to expand it to provide information to teachers of all levels. Many also believe that it would be useful to analyze the number of students and teachers in the field, and to determine how best to interact with those groups. Many thought that a searchable database of AIA members and professional archaeologists would be a good addition to the website, perhaps with a clickable map that would allow users to locate experts working in certain areas of the world. Finally, all of the groups requested more small group meetings to brainstorm possible AIA projects.

## XII. ADJOURNMENT

Waldbaum announced that the spring Governing Board meeting will be held on Saturday, April 30th. The new trustee orientation session and several committee meetings will be held on Friday the 29th. The meeting will take place at the Hyatt Harborside Hotel in Boston, and the dinner on Friday night will be held jointly with the American Schools of Oriental Research. Following the announcement, a motion was made to adjourn. The motion was seconded and passed unanimously.

Meeting adjourned at 5:05 p.m.

## 126th MEETING OF THE COUNCIL

Friday, January 7, 2005  
Sheraton Boston Hotel  
Boston, Massachusetts

**Present****Officers**

Jane C. Waldbaum, President  
 C. Brian Rose, First Vice President  
 Malcolm Bell, III, Vice President for Professional Responsibilities  
 Susan Kane, Vice President for Publications & Oberlin-Wooster  
 Cameron Jean Walker, Vice President for Societies  
 Shelby Brown, Vice President for Education and Outreach & Los Angeles County  
 Jeffrey Lamia, Treasurer  
 Bonnie Clendenning, Executive Director

**Trustees**

Elizabeth Bartman, Trustee & New York City  
 Andrea Berlin  
 Mary Beth Buck  
 John Camp  
 Alexandra Cleworth, Trustee & Worcester  
 Kevin Glowacki  
 Susan Kane, Trustee & Oberlin-Wooster  
 Charles La Follette  
 Jerald Milanich  
 Andrew M.T. Moore, Trustee & Rochester  
 Robert Murrowchick  
 Dorinda Oliver  
 Paul Rissman  
 Lucille Roussin, Trustee & New York City  
 Joan Schiele  
 Ava Seave  
 Kathleen Sherwood  
 Charles Steinmetz  
 Lea Stirling, Trustee & Winnipeg  
 Barbara Tsakirgis  
 Robyn Woodward (Proxy for 1)

**Past President**

Nancy Wilkie

**General Counsel**

Leonard V. Quigley of Paul, Weiss, Rifkind, Wharton and Garrison

**Executive Staff**

Allison Cartmell, Administrative Coordinator  
 Elizabeth Gilgan, Director of Programs and Services  
 Phyllis Katz, Publisher, *Archaeology*  
 Kevin Mullen, Manager of Electronic and Print Publications  
 Naomi Norman, Editor-in-Chief, AJA

**Members-at-Large**

George Bass  
 Olin Storvick  
 Karen Vitelli

**Local Society****Representatives**

ANN ARBOR	APPLETON	ATLANTA
Elaine Gazda	Jere Wickens	Niall Slayter
Lyra Monteiro		

BALTIMORE Gladys Justice	LINCOLN-OMAHA Kathryn A. Thomas	ROCHESTER Peter Brown
BOSTON Keith Doherty Traci Farrell Laura Gadbery Anthony Tuck Hallie Franks Betsey Robinson Rabun Taylor	LONG ISLAND Phyllis Gildston	ROCKFORD Stephen Ellis
BOULDER Rachel Kahn Megan Aikman	LOS ANGELES COUNTY Nina Berson Cindy Colburn	SALEM Ortwin Knorr
CENTRAL INDIANA Nancy Klein Robert Sutton	LYNCHBURG Scott Pike Susan Stevens	SAN DIEGO Brad Kirkegaard Elizabeth Pollard
CENTRAL MISSOURI Stephanie Pryor	MILWAUKEE Bettina Arnold Elisabetta Cova Derek Counts	SAN FRANCISCO Ellen Amyx Amelia Brown (proxy for four)
CENTRAL TEXAS (AUSTIN) Nassos Papalexandrou	MINNEAPOLIS/ST. PAUL Vanca Schrunk Anne Salisbury Michael Nelson	SEATTLE Helen Nagy
CHAPEL HILL Jodi Magness	MISSISSIPPI/MEMPHIS Fred Albertson	St. LOUIS Michael J. Fuller Robert Lamberton Susan Rotroff
CHARLESTON James Newhard (proxy for 1)	NARRAGANSETT (PROVIDENCE) Peter Allen Rosalie Baker	STATEN ISLAND Peter Russo
CHARLOTTESVILLE John Dobbins Tyler Jo Smith	NEW HAVEN Richard Grossman	TALLAHASSEE David Stone
CHICAGO Eleanor Guralnick	NEW YORK CITY M. Whitney Keen Christopher Ratte Karen Rubinson Marina Papa Sokal Karen S. Rubinson (proxy for 1) Caroline Rubinstein Marissa Schlesinger	TOLEDO Sandra Knuden
CINCINNATI Kathleen Lynch Shari Stocker	NORTH CAROLINA Jeffrey Becker	TORONTO D. I. Begg
CLEVELAND Patricia Douthitt	OBERLIN-WOOSTER P. Nick Kardulias	VANCOUVER Hector Williams Maria Papaioannou
DALLAS/Ft. WORTH Katherine Blanckard Larry Lehman	OTTAWA Heather Loube Antonia Holden	WASHINGTON, D.C. Elisabeth Craft Ellen Herscher Hugh Lee Caroline Dexter Lucinda Conger (proxy for 1)
HARTFORD Martha Risser	PHILADELPHIA David Romano Jean Turfa Lynn Makowsky Richmond Arthur Cassanos	WESTCHESTER Peter Feinman Pam Gabor
HAWAII Robert J. Littman		WESTERN ILLINOIS Victor Martinez (proxy for 1)
HOUSTON Ben B. Turner, Jr.		WESTERN MASSACHUSETTS Jane Barlow



WESTERN NEW YORK (BUFFALO)  
Theodora Kopestonsky

WILLIAMSBURG  
John Oakley  
Linda Reilly

WORCHESTER  
Joseph O'Boyle

126th Meeting of Council  
Friday, January 7, 2005

The meeting was called to order at 4:50 pm.

#### **I. APPROVAL OF THE MINUTES OF THE JANUARY 3, 2004 COUNCIL MEETING**

A motion was made to approve the January 3, 2004 Council minutes. The motion was seconded and passed unanimously.

#### **II. REPORT OF THE NOMINATING COMMITTEE: ELIZABETH BARTMAN, CHAIR**

Discussion: E. Bartman, on behalf of the Nominating Committee, presented the slate of candidates. The following were nominated for officer positions: The candidate for President, Jane Waldbaum; for First Vice President, C. Brian Rose; for Vice President for Professional Responsibilities, Malcolm Bell, III; for Vice President for Publications, Susan Kane; for Vice President for Societies, Carolyn Maddock and Peter Russo.

The nominees for six General Trustee positions were: John Crary, Brian Heidtke, Peter Herdrich, William Lindsay, David Seigle, and Robyn Woodward.

The nominees for three Academic Trustee positions were: David McCreery and Paul Zimansky; Helen Nagy and J. Theodore Pena; and William Fitzhugh.

The nominees for the five Nominating Committee positions were: Charles La Follette and Charles Steinmetz; Jodi Magness; Donald Morrison and Cameron Jean Walker; Mary Voigt and Susan Rotroff; and James Wiseman and R. Ross Holloway.

Action: A motion was made to accept the ballot as proposed. The motion was seconded and passed unanimously.

#### **III. ELECTION OF OFFICERS, TRUSTEES, AND NOMINATING COMMITTEE MEMBERS**

Discussion: Waldbaum asked for two tellers to witness the counting of ballots.

Action: The Council voted and submitted their ballots for tallying.

#### **IV. MOMENT OF SILENCE FOR DEPARTED MEMBERS**

Discussion: Waldbaum noted two additions to the Necrology, Phyllis Williams Lehmann and David Gross. She also asked that the spelling of Timothy Gantz's name be corrected. The AIA 2004 Necrology reads as follows:

Jack Balcer, Columbus Society (July, 2004)  
Miriam Balmuth, Boston Society (June, 2004)  
Clark A. Barrett, San Francisco Society (May, 2004)  
Pauline A. Bates, Rockford Society (November, 2004)  
Helen Bernstein, Milwaukee Society (July, 2004)  
Roy M. Cummings  
Stuart C. Davidson, Washington D.C. Society  
Joyce Dix-Remke, Santa Fe Society  
Viola Frey, San Francisco Society  
Anna L. Fullen, Central Texas (Austin) Society  
A. A. Gill, Spokane Society (December, 2004)  
Timothy Gantz, Athens, GA Society  
R. C. Groff  
David F. Grose, Western Massachusetts Society (October, 2004)  
Ben Harney, Spokane Society (December, 2004)  
Frederick Landmann, New York City Society  
Phyllis Williams Lehmann, Western Massachusetts Society (September, 2004)

P. Zancani Mantuoro, Foreign Honorary Member  
Allen P. McCartney  
Donna McClelland, Los Angeles County Society (September, 2004)  
Harold Mare, St. Louis Society (June, 2004)  
Theodore Moshos, Charlottesville Society  
Evelyn Murray, Washington DC Society (May, 2004)  
Mrs. Robert Newman, New Orleans Society (2003)  
Mrs. Elliot O'Reilly, St. Louis Society (January, 2004)  
M. S. Patton, Jr., Member-at-Large  
Cloyd T. Pearce, Santa Barbara Society (November, 2003)  
Boris Piotrovsky, Member-at-Large (1990)  
George Howard Railshack, Member-at-Large  
Paul Rehak, Kansas City-Lawrence Society (June, 2004)  
James Sauer, Boston Society  
Kenneth Schaar, Dallas-Ft. Worth Society (December, 2003)  
Caroline T. Simmons, Washington D.C. Society (December, 2004)  
Mrs. Henry Shocksneider, Tampa Bay Society (January, 2003)  
Karen Sinrud, LA County Society (April, 2004)  
Evangeline Smith  
Phyllis Strickland, Santa Fe Society  
A. F. Tinston (May, 2003)  
Edward A. Westphal, Orange County Society (December, 2003)  
Philip K. Whalen, Stanford Society  
George Whitehead, Boston Society  
David Williams (March, 2004)

Action: Waldbaum asked the Council to stand for a moment of silence.

#### **V. REPORT OF THE PRESIDENT (JANE C. WALDBAUM)**

Discussion: Waldbaum highlighted the various accomplishments of the AIA in 2004. Most notably, the Institute received the prestigious Winckelmann Medal from the German Archaeological Institute (Deutsches Archäologisches Institut or DAI). The AIA is the first non-European organization to receive the award. The DAI's decision to award the Medal to the AIA confers the highest level of international recognition on the AIA's many achievements in support of archaeological research and its advocacy for the world's cultural heritage. 2004 also marked the launch of the website's new education button. Shelby Brown, Vice President for Education and Outreach, and Ben Thomas, Education and Outreach Coordinator, have been working on many new initiatives, including on-line lesson plans and teachers' tools, an "ask the experts" section of the website, and an on-line archaeological glossary and bibliography. They have also developed programs outside of the website, such as coordinating AIA lectures with Massachusetts' Archaeology Month and organizing teachers' sessions at the Annual Meeting. Changes have also come to the AJA in 2004. Naomi Norman began as the new Editor-in-Chief on the first of July. She is bringing interesting new features to the Journal, while maintaining the features that make it a respected scholarly journal. The Governing Board made several important decisions in 2004. The Board has decided to restore AIA sponsorship to the RPA, to create a new Subvention Program to support scholarly publications, and to support the Iraq Antiquities Protection Act, which allows the President to declare an emergency situation and bypass lengthy legislation to prevent illegal antiquities from entering the United States. They have also decided to support the Resolution in support of U.S. Funding for Protection of Iraqi Antiquities, which reads as follows:

Archaeological sites and artifacts inform us about their history only when they are properly excavated. The Governing Board of the Archaeological Institute of America affirms the fundamental importance of Iraq's archaeological heritage for our understanding of the human past, present, and future. We deplore the continuing wholesale destruction of this part of our past through looting of archaeological sites in Iraq, and the resulting infusion of huge amounts of capital into the illegal antiquities trade, thereby fuelling further looting and destruction. Unless

action is taken quickly, the looting will continue until these sites are completely destroyed, a process that in some cases will take not years, but months. The Governing Board of the Archaeological Institute of America, therefore, strongly supports the proposal to provide U.S. funding assistance to the antiquities rangers charged with protecting archaeological sites in Iraq.

#### **VI. REPORT OF THE FIRST VICE PRESIDENT (C. BRIAN ROSE)**

Discussion: B. Rose updated the Council on his Troop Lecture Program. Because soldiers will be called on to protect antiquities during their deployments, Rose has created a program with the department of defense that will educate US soldiers on the archaeology of the areas to which they are sent and on the importance of protecting archaeological sites. AIA lecturers will lead engaging sessions on the archaeology of Iraq and Afghanistan that will be a required part of pre-deployment training. Rose submitted his proposal in March of 2004, and it was approved in December of 2004. The lectures are set to begin at two bases in March of 2005. Rose hopes to expand the program to all US military bases from which troops are deployed to Iraq or Afghanistan. The minimal costs of the program are being paid for by a grant from the Packard Humanities Institute.

#### **VII. REPORT OF THE TREASURER (JEFFERY LAMIA)**

Discussion: J. Lamia reported that the current fiscal year has been financially difficult thus far. While the Institute's investments are strong and the AIA Fund is on track, *Archaeology* magazine is facing financial difficulties that have caused problems for the entire institute. The magazine lost many advertisers with the decline of the economy, and they are returning slowly. *Archaeology's* budgeting has been over-aggressive, and has left the Institute with a large negative variance. On a better note, the *AJA* had a good year, as did membership, which is beginning to grow. Furthermore, the 2005 Annual Meeting was the first in several years to gain money instead of losing it (though the profit was small). There is a negative variance in Institute management, though it is mostly caused by the one-time charges associated with staff turnovers (such as health benefits and unused vacation days). The actual expenses were below budget. In all, FY05 is not going well, but the CFO and the Executive Committee are working to improve our financial arrangements.

#### **VIII. REPORT OF THE EXECUTIVE DIRECTOR (BONNIE CLENDENNING)**

Discussion: B. Clendenning reported on the activities of the AIA in 2004. Highlights included the database conversion, which happened in November. Prior to that, the AIA maintained several databases that were located in various areas and unable to communicate with each other. The new database is located in-house and integrates all of those. This will allow the Institute to better serve its members and societies. It also gives headquarters more information about membership trends. Though the number of members was dropping for some time, it seems to have bottomed out and is now rising again. Staff changes in headquarters will also allow the Institute to provide societies with more services. Elizabeth Gilgan, former Programs Coordinator, has been promoted to Director of Programs and Services. She has hired two new staff members for her department, Becky Donahue, Lecture Coordinator, and Ben Thomas, Education and Outreach Coordinator. The Society Handbook was distributed this year for the first time since 1996. In the future, it will be updated and maintained on the website. The website itself has been completely revamped in the last year, and will continue to be expanded. Clendenning encouraged society members and officers to explore the website and to make use of its tools. She also announced a new partnership between the AIA and Earthwatch. This partnership will allow AIA members to participate in Earthwatch projects at the Earthwatch member rate. This cross marketing will benefit both Earthwatch and the AIA.

#### **IX. REPORT AND RECOMMENDATION OF THE PRESIDENT, ARCHAEOLOGICAL INSTITUTE OF AMERICA – INSTITUT ARCHÉOLOGIQUE D'AMÉRIQUE (AIA CANADA): LEA STIRLING**

Discussion: Lea Stirling, President of AIA Canada, reported that the Governing Board of AIA Canada voted to recommend disbandment of AIA Canada to the Council. AIA Canada was created to increase development in Canada, but it has not fulfilled this goal. The Board agrees that the AIA should devote more attention to building membership and strengthening societies in Canada, which will be a more realistic goal without the financial strain of running AIA Canada.

## X. NEW BUSINESS

### A. Governance Committee Recommended Changes to the Regulations

#### Article VIII.2 (Nominating Committee Makeup)

Discussion: J. Waldbaum, on behalf of the Governance Committee, proposed a change to the Article VIII regulations of the Nominating Committee. This provision will broaden the pool of available candidates for the Nominating Committee, ensure that all candidates have served on the Governing Board, and allow the president to nominate candidates for the Nominating Committee who have experience in the divisions of the Board where there are vacancies.

Action: A motion was made and seconded to accept the proposed changes. The motion was passed unanimously.

#### Article VIII – The Nominating Committee

1. The President, with the advice of the Executive Committee, shall nominate persons, two for each vacancy, to be elected by the Council to serve on the Nominating Committee for a one-year term with the option of renewal by running unopposed for a second year from the date of election and until their successors are elected. To maintain a Board that represents significant community interests and that effectively guides the Institute's activities and operations, the Nominating Committee shall be responsible for selection, nomination, and evaluation of members of the Board, according to the policies of the Institute.

2. The Nominating Committee shall consist of five persons who either are serving or have served on the Governing Board. The President shall make every effort to ensure that at least one member representing each of the Board divisions (General, Society, Academic Trustee) is included in each Nominating Committee. A minimum of one year must elapse between completion of two one-year terms of service on the Nominating Committee and the beginning of another term. Members of the Nominating Committee cannot be nominated by the Nominating Committee for any other AIA office during a year in which they are serving on the Nominating Committee.

*Rationale: This provision broadens the pool of available candidates for the Nominating Committee, ensures that all candidates have had service on the Governing Board, and allows the president to nominate candidates for the Nominating Committee who have experience in the divisions of the Board where there are vacancies.*

Action: It was moved and seconded to accept the proposed change. The motion passed unanimously.

#### Article XIX – AIA Canada

Discussion: J. Waldbaum, on behalf of the Governance Committee, proposed to strike Article XIX, concerning the AIA-Canada, from the regulations. As stated by L. Stirling, AIA-Canada has not raised the funds necessary for its survival. Membership services to Canadians and Canadian societies will not be affected by this reintegration into the larger organization.

*Rationale: As stated in a memo of Sept. 21, 2004 from Prof. Lea Stirling, President of AIA-Canada to Jane Waldbaum, President, AIA:*

At a meeting by conference call on 20 September, 2004, the board members of AIA-Canada voted to recommend dissolving AIA Canada. Fund-raising was a major motivation in creating a separate Canadian wing, but AIA-Canada has not generated donations on the scale that was hoped for. Thus, while we regret to close something with the name of Canada on it, it seems the best decision at this time. I request that you take the necessary steps within AIA to rescind Article 19 and dissolve AIA-Canada. As we understand it, membership services to Canadians and Canadian societies will not be affected by reintegration into the larger organization.

Action: It was moved and seconded to accept the proposed change. The motion passed unanimously.

#### **XI. OFFICERS', EDITOR'S AND PUBLISHER'S ANNUAL REPORTS FOR FY2004**

Discussion: Waldbaum invited any questions from the floor. There were none.

#### **XII. AWARDING OF THE LOCAL SOCIETY INCENTIVE GRANT: CAMERON JEAN WALKER**

Discussion: C. Walker presented the Local Society Incentive Grant to the Rockford Society. Their project was an archaeological film festival entitled, "Reel Archaeology: a Forum of Archaeology and Film." Steven Ellis, President of the Rockford Society, accepted the grant.

#### **XIII. LECTURE LOTTERY DRAWING: CAMERON JEAN WALKER**

Discussion: C. Walker announced that the lecture lottery raised \$8550. Thirty-two societies participated, and there were one hundred and seventy one entries. C. Walker drew the winning entry, which came from the Santa Fe society. N. Wilkie accepted on behalf of her society.

#### **XIV. RESULTS OF THE ELECTION**

The following were elected as officers of the Institute:

President: Jane C. Waldbaum

First Vice President: C. Brian Rose

Vice President for Professional Responsibilities: Malcolm Bell, III

Vice President for Publications: Susan Kane

Vice President for Societies: Peter Russo

General Trustees of the Institute:

John Crary

Brian Heidtke

Peter Herdrich

William Lindsay

David Seigle

Robyn Woodward

Academic Trustees of the Institute:

Paul Zimansky

Helen Nagy

William Fitzhugh

Nominating Committee:

Charles La Follette

Jodi Magness

Cameron Jean Walker

Mary Voigt

James Wiseman

Waldbaum offered enthusiastic congratulations to all of the candidates.

#### **XV. OPEN DISCUSSION**

Discussion: B. Clendenning reported that at the May Governing Board meeting, the Board approved three guiding principles of the AIA: education, advocacy, and professional practice. In October, the Board reviewed the AIA's current programs to assess their value to this mission, and began a discussion on how to carry out this mission. In January, they broke into focus groups to discuss how the Institute can measure the impact of our programs to determine if they support the mission. She asked the Council to continue this discussion, focusing on membership and societies. Much of the discussion focused on using technology to as a tool for outreach and education.

**XVI. RESOLUTIONS**

The following resolutions were offered by J. Lamia:

**Resolution:**

BE IT RESOLVED that the officers and members of the Archaeological Institute of America express their warm thanks and deep appreciation to the Boston Local Committee, for their hard work to ensure the success of these Meetings.

Action: It was moved and seconded that the resolution be adopted. The resolution was adopted.

**Resolution:**

BE IT RESOLVED that the officers and members of the Archaeological Institute of America signify their appreciation to Bonnie Clendenning, Helen Evans, Kevin Mullen, Allison Cartmell, Lisa Naas, and the staff of Institute Headquarters, and to J. Theodore Pena, Chair of the Program Committee, and to the Program Committee for their devotion and service on behalf of this Annual Meeting.

Action: It was moved and seconded that the resolution be adopted. The resolution was adopted.

**Resolution:**

BE IT RESOLVED that the officers and members of the Archaeological Institute of America express their appreciation to the management and staff of the Sheraton Boston Hotel for having provided for our well being, comfort and work at these Meetings.

Action: It was moved and seconded that the resolution be adopted. The resolution was adopted.

**Resolution:**

WHEREAS Elizabeth Bartman, Kathleen Pavelko, Alice Riginos, John J. Roche, Joan Schiele, John H. Stubbs, and Robyn Woodward have served the Institute as General Trustees, and Kevin Glowacki, Andrew M. T. Moore, and Patty Jo Watson have served the Institute as Academic Trustees,

BE IT RESOLVED that the Archaeological Institute of America expresses its gratitude and appreciation for their years of dedicated service.

Action: It was moved and seconded that the resolution be adopted. The resolution was adopted.

**Resolution:**

WHEREAS Cameron Jean Walker has served as Vice President for Societies,

BE IT RESOLVED that the Archaeological Institute of America expresses its gratitude and appreciation for her many years of dedicated service to the Institute.

Action: It was moved and seconded that the resolution be adopted. The resolution was adopted.

**XVII. ADJOURNMENT**

A motion was made to adjourn. The motion was seconded and passed unanimously.

**EXECUTIVE COMMITTEE MEETING**

February 11, 2005

Conference Call

4:15 p.m. EST

**Participating**

Jane C. Waldbaum, President; C. Brian Rose, First Vice President; Malcolm Bell, III, Vice President for Professional Responsibilities; Susan Kane, Vice President for Publications; Peter Russo, Vice President for Societies; Shelby Brown, Vice President for Education and Outreach; Jeffrey A. Lamia, Treasurer; Leonard V. Quigley, Paul, Weiss, Rifkind, Wharton & Garrison, General Coun-



sel; Bonnie Clendenning, Executive Director; Elie Abemayor, Governing Board; Susan Downey, Governing Board; Ava Seave, Governing Board; Robyn Woodward, Governing Board; Teresa Keller, CFO; Charles LaFollette, Guest; Richard Leventhal, Guest.

**Not Participating**

None

The meeting was called to order at 4:20 p.m.

**I. APPROVAL OF THE DECEMBER 8, 2004 EXECUTIVE COMMITTEE MINUTES**

Discussion: J. Waldbaum, J. Lamia and P. Russo sent several changes to the Boston office prior to the meeting. No further changes were proposed.

Action: Acceptance of the minutes as amended was moved, seconded and passed unanimously.

**II. REPORT OF THE PRESIDENT, JANE C. WALDBAUM****A. Welcome New Executive Committee Members**

Discussion: On behalf of the committee, Waldbaum welcomed new members Peter Russo, Ava Seave, and Robyn Woodward. She looks forward to working with all.

Action: None.

**B. Committee Update**

Discussion: Waldbaum visited Headquarters in late January to make committee appointments. She has found several members for the new Publications Subvention Committee, and all are excited to serve. Nancy de Grummond will serve as chair. Waldbaum reminded all officers to work with their committee chairs to improve communications between committees and the Board. Waldbaum and Clendenning have assigned at least one staff member to each committee and interest group. These staff members will be called "staff liaisons," and will facilitate communication between the committees and interest groups and Headquarters. Committee chairs should go to their Overseeing Officers to recommend action, and to the staff liaisons for information and assistance.

Action: None.

**C. Annual Themes**

Discussion: J. Waldbaum presented some historical background on the annual themes. In 2003 the Board created annual themes to be carried throughout all of the AIA's programs, not just the annual meeting. It was hoped that they could create among between the publications, lectures, and the annual meeting, but this did not happen for a variety of reasons. Waldbaum announced that the Board had chosen themes through 2006, and the Executive Committee must decide if they should be continued and if so, how. Because themes have been successful at the Annual Meeting, she proposed turning the choice of themes over to the Program for the Annual Meeting committee, and abandoning the idea of a theme running through all of the AIA's programming.

Action: Based on the success of themes at the annual meeting, the Executive Committee decided to ask the Program for the Annual Meeting Committee if they would like to continue to have themes at the Annual Meeting, and if so, whether they would take on the responsibility of choosing themes. Governing Board members would be able to give their input if they choose to do so.

**III. REPORT OF THE TREASURER: JEFFREY LAMIA****A. YTD Financials**

Discussion: J. Lamia reported that to date, there is a negative variance of \$182,000. Most departments are doing well, though Membership Fulfillment is declining. The largest cause of the variance, however, is *Archaeology* magazine. T. Keller reported that she is working with Francine Kane, Circulation Director, and Lois Segel, Advertising Director, to revise the *Archaeology* magazine budget. According to her new estimates, this year's loss will be between \$115,000 and

\$230,000. Lamia stated that he, Waldbaum, Clendenning and Keller have agreed on very tough budget principles for FY06. At their next meeting, the Executive Committee will have to make difficult choices to end the Institute's major losses. Lamia has asked for a substantial surplus to the bottom line to help cushion the Institute if the year should be another bad one.

Action: None.

#### **B. Investment Value**

Discussion: Lamia reported that the Institute's investments are doing very well. They are currently up \$138,000, though there was a slight drop (caused by a drop in the market) in December.

Action: None.

#### **C. Audit Task Force**

Discussion: Lamia has constituted an Audit Task Force to review our auditors. B. Heidtke will serve as chair. The Task force will make its recommendation to the Governing Board in April.

Action: None.

### **IV. OLD BUSINESS**

#### **A. Digital Archaeological Archives: Richard Leventhal, Guest**

Discussion: A motion was made to take the proposed Center for Digital Archaeology (CDA) off the table. The motion was seconded and passed unanimously. Leventhal reported that the Mellon foundation has been overwhelmed with requests from archaeologists to preserve their digital archaeological records. As a discipline, archaeology has no means of dealing with digital data. Beginning in February of 2004, a group of 13 archaeologists, including J. Waldbaum, met at the School of American Research in Santa Fe to discuss the problem. The group proposes using Mellon funds to create a center that will serve as both an archive of digital archaeological data and a digital archaeology resource center that will provide guidance, training, and models for archaeological projects using digital data. In order to move forward with the project, support from the archaeological community is needed. Leventhal asked the Executive Committee to join other archaeological groups such as the SAA and SHA and write a letter expressing support for the CDA in principle. This will require no financial responsibility, but will show the Mellon Foundation that there is a need for such a center. J. Lamia felt that the AIA should not endorse the proposal unless the AIA were guaranteed a permanent place and vote in any future planning for a center. R. Leventhal said that the AIA would be included in all future discussions and planning.

Action: A motion was made to endorse the proposal in principle and to draft a letter to the Mellon Foundation. The motion was seconded and passed unanimously. Waldbaum will draft the letter and submit it to the Executive Committee for approval.

### **V. REPORT OF THE EXECUTIVE DIRECTOR: BONNIE CLENDENNING**

#### **A. Headquarters Update**

Discussion: Clendenning reported that the inventory of AJA back issues has been completed. There are 42,551 issues in storage, dating back to 1985. Clendenning is working with B. Rose to send copies of back issues to Turkey. Trina Arpin, the Associate Editor of the AJA, resigned to work on her MA. M. Donachie, Managing Editor, and Clendenning will hire a new Associate Editor as a full-time staff member. The January issue of the AJA went out on February second, and all subsequent issues should be on time.

Action: None.

#### **B. Membership Update**

Discussion: Clendenning and T. Spurrier, Membership Coordinator, are still having trouble receiving accurate numbers for the membership reports. They believe that a backlog caused by

the database conversion is responsible for the inaccuracies. Membership is still hovering around 8,000, and Clendenning hopes to raise it to 10,000. She believes that this will be possible in the near future.

Action: None.

### **C. Annual Meeting Update**

Discussion: Clendenning was pleased to report that the 2005 Annual Meeting was the largest ever. This year saw 400 more attendees than the last meeting. While the Opening Night Reception was over budget, the exhibit booths generated more revenue than expected, which means that the Institute did not lose money on the meeting. Clendenning, H. Evans, Meetings Manager, and the APA are considering signing with a third party that will be responsible for scouting vendors and coordinating contracts. They would like to try this for the 2007 meeting. Evans and Minna Duchoveny, Meetings Manager of the APA, will be traveling to Montreal at the end of the month to visit the venues for the 2006 meeting. It will be held in four hotels and one convention center. The large size will allow for seven concurrent sessions instead of six. Lots of advance notice to members about the unusual logistics of the meeting will be needed to make sure attendees understand what will be involved. Furthermore, there will need to be careful coordination in planning daytime and evening events to avoid too much running back and forth between hotels and the Convention Center.

Action: None.

### **D. Third Lecture**

Discussion: When Clendenning began working at the AIA, she was charged with returning the third lecture to the societies. Clendenning has since received feedback from both societies and lecturers, all saying that they felt it was important to reinstate the third lecture. Because the normal cycle of planning for 2005–06 lecture program begins right after the Annual Meeting it was necessary to make a decision on this before the meeting of the Executive Committee in February. Accordingly, Clendenning polled the Executive Committee members by email to get a “sense of the Committee”. A majority of those who responded were in favor of reinstating the lecture and E. Gilgan and R. Donahue were given the green light to notify the Societies and begin inviting speakers. In a mailing to the Local Societies the program coordinators were asked whether they wanted to receive 3 lectures, 2 lectures plus \$200, or 1 lecture plus \$400 for the 2005-06 Lecture season. Of the 82 responses to date, 49 wanted the third lecture, 30 wanted to leave the number at two, and 2 only wanted one lecture. In the past, when societies were given a choice, very few did not take the third lecture. Waldbaum said that the Executive Committee needed a vote on record to restore the third lecture.

Action: A motion was made to reinstate the third lecture for academic year 05–06. The motion was seconded and passed unanimously.

### **VI. Development Committee Report: Bonnie Clendenning**

Discussion: Clendenning reported that the AIA Fund continues to do well. The Institute received several generous donations following the Annual Meeting, and we now have three new endowed lectureships that will be operational by the start of the 2005-06 lecture season. Furthermore, the new Director of Development, Barbara Shenker, has begun working at the Boston office. Clendenning expects to see an immediate increase in development. Clendenning finished her report by thanking the Governing Board for their generous support.

Action: None.

## **VII. NEW BUSINESS**

### **A. Report and Recommendations of the VP for Education and Outreach – Shelby Brown**

Discussion: Brown reported that the Education Committee would like to move beyond their current position of providing outreach only through the Annual Meeting and the website. One of the ways they would like to expand is by arranging archaeological “radio spots.” These

would be short messages that tell interesting anecdotes dealing with the world of archaeology. Preliminary figures suggest this would be an expensive project. Clendenning helped three AIA members appear on the Dick Gordon radio show on NPR this year, but those were news-related. These would be more like public service messages. Waldbaum stated that she is appointing a Media Relations Task Force, but their goals will be more general than those of the Education Committee. Waldbaum said that the Governing Board needs to continue to prioritize new projects in relation to old ones and develop ways to fund them, bearing in mind the difficult financial situation in which the Institute remains.

Action: None.

#### **B. Report and Recommendations of the VP for Societies: Peter Russo**

Discussion: P. Russo announced that he is looking for ways to increase membership through association with other organizations, modeled after our partnership with Earthwatch. Waldbaum pointed out that currently, we have not made this association known to our members, and the Earthwatch programs that are listed in the Archaeological Fieldwork Opportunities Bulletin do not mention the discount for AIA members. Russo is also interested in starting a program that would allow local societies to “sponsor” soldiers headed to Iraq and Afghanistan. This would raise awareness about the struggle to preserve the cultural heritage sites in these war zones. He would also like to create new membership categories, such as institutional memberships and armed forces members. The armed forces members would receive a reduced membership fee. Waldbaum reported that the AIA used to have an institutional membership category. It was in perpetuity, like a life member, and was eliminated because it didn’t generate enough revenue. The new institutional membership would be annual, and more expensive than individual memberships. Russo would also like to reevaluate the dues structure. He would like to look into a scale of fees based on income, following the model of the AHA, the CAA, and the APA. He is also interested in making all subscribers of Archaeology members of the AIA, but the logistics of making such a change will require much deliberation.

Action: None.

#### **VIII. ADJOURNMENT**

A motion was made to adjourn. The motion was seconded and passed. The meeting was adjourned at 7:40 p.m.

### **EXECUTIVE COMMITTEE MEETING**

March 9, 2005  
Conference Call  
4:00 pm EST

#### **Participating**

Jane C. Waldbaum, President; C. Brian Rose, First Vice President; Malcolm Bell, III, Vice President for Professional Responsibilities; Susan Kane, Vice President for Publications; Peter Russo, Vice President for Societies; Jeffrey A. Lamia, Treasurer; Leonard V. Quigley, Paul, Weiss, Rifkind, Wharton & Garrison, General Counsel; Bonnie Clendenning, Executive Director; Susan Downey, Governing Board; Ava Seave, Governing Board; Robyn Woodward, Governing Board; Teresa Keller, CFO

#### **Not Participating**

Elie Abemayor; Governing Board; Charles LaFollette, Guest

The meeting was called to order at 4:05 p.m.

#### **I. APPROVAL OF THE FEBRUARY 11 EXECUTIVE COMMITTEE MINUTES**

Discussion: J. Waldbaum and J. Lamia had sent in some changes ahead of the meeting.

Action: Acceptance of the minutes as amended was moved, seconded and passed unanimously.

## II. BUDGET SNAPSHOT: BONNIE CLENDENNING

Discussion: B. Clendenning presented an overview of the FY06 budget. This budget did not feature any specific numbers, but it showed a general picture of the budget's shape. Clendenning reported that the *Archaeology* budget has had a negative variance of approximately \$250,000 for the past several years. To make up for the magazine's FY05 losses and to keep the Boston and New York offices functioning, Clendenning and T. Keller believe that they must find a way to save \$500,000 in the FY06 budget. They propose to cut *Archaeology* direct mail in half. Instead of spending \$1,000,000, they would like to spend \$500,000. \$250,000 of this would make up for the negative variance at *Archaeology*, and the remaining \$250,000 would be used to support programs at the Boston office. These programs could help build membership, which would take the financial burden off of *Archaeology*. This is the only way they can see to solve the financial problem without limiting AIA programs. A. Seave, chair of the *Archaeology* Magazine Committee, thinks the plan makes sense. Studies have shown that direct mail is losing its effectiveness, and she does not think that a cut in direct mail must necessarily mean reduced readership. Clendenning and Keller asked for either the committee's support of the broad concept of the budget, or for suggestions of other directions. J. Lamia was concerned that the budget is not specific enough, and does not show a return on the investment in new programs, but Keller and Clendenning assured him that those specifics would come in time.

Action: A motion was made to approve the general shape of the budget and to endorse cutting *Archaeology* direct mail in order to build the rest of the Institute. The motion was seconded and passed unanimously.

## III. REPORT OF THE PRESIDENT: JANE WALDBAUM

### A. DAI Fellowship

Discussion: Waldbaum announced that the DAI has created an annual summer fellowship to allow a US scholar to study at the DAI beginning in summer of 2006. This is a great step forward, and a direct result of the meetings between the AIA and the DAI at the Annual Meeting.

Action: None.

### B. Glick's Resignation

Discussion: Waldbaum reported that Jerome Glick has resigned from the Governing Board. On behalf of the Board, she expressed her thanks for his service and wished him well in the future.

Action: None.

### C. China's Request to CPAC

Discussion: On behalf of the AIA, Waldbaum has written a letter to CPAC in support of China's request for restrictions on importation of Chinese archaeological and ethnographic material to the U.S. The letter has been posted on the Institute's website.

Action: None.

### D. Letter of Support for the Center for Digital Archaeology: Update

Discussion: Waldbaum asked committee members to review the letter that was distributed prior to the meeting and requested that they email her with any concerns.

Action: None.

### C. PAMC Response to Question about continuing Annual Themes at the Annual Meeting

Discussion: Waldbaum reported that the Program Committee feels ambivalent about annual meeting themes. Rather than a specific theme, they would prefer to identify current or major issues in the field, and arrange several special sessions that deal with those issues (such as the Iraq session at this year's annual meeting).

Action: None.

**IV. TREASURER'S REPORT: JEFFREY LAMIA****A. Investment Value**

Discussion: The Institute's investments have risen along with the market, for a gain of about \$100,000 since January.

Action: None.

**V. REPORT OF THE EXECUTIVE DIRECTOR, BONNIE CLENDENNING****A. Headquarters Update**

Discussion: Clendenning reported that M. Donachie, Managing Editor of the AJA, has started looking for a new Associate Editor. The April AJA will go out late because of the staff shortage. The last of the AIA Monographs and the Directory should be published by the April Meeting. H. Evans, Meetings Manager, just returned from a trip to Montreal. The 2006 Annual Meeting will be different from prior meetings because the locations (four hotels and a convention center) are so spread out. Evans will return to Montreal in May to book the venues for the Opening Night Reception and the Saturday tour.

Action: None.

**B. Conferon Proposal**

Discussion: Clendenning reported that she had just signed a contract with Conferon, Inc, a third-party provider that will research meeting sites and negotiate contracts with vendors. Conferon is paid by the vendors we book, so there should be no cost to the AIA, and the contract allows us to opt out at any time. Conferon claims that they can get the best rates because they work with so many vendors. They also provide troubleshooting at the meeting.

Action: None.

**C. Membership Update**

Discussion: Clendenning and T. Spurrier, Membership Coordinator, feel that the membership reports are still not entirely reliable. They hope that the after effects of the database change will be worked out soon.

Action: None.

**D. Development Update**

Discussion: The AIA Fund continues to do well, and it is slightly ahead of its YTD goal. Clendenning regretted to inform the committee that B. Shenker, the recently hired Director of Development, has left the AIA. Clendenning will be conducting a nation-wide search to find a new Director of Development.

Action: None.

**VI. OLD BUSINESS****Restore Committee on the CVA as a Standing Committee**

Discussion: Waldbaum announced that M. Moore, Chair of the American Committee on the CVA, does not want the committee to become a subcommittee of the Publications Subvention Committee. To maintain a connection between the two committees, Waldbaum has appointed Moore to serve as an ex officio member on the Publications Subvention Committee.

Action: A motion was made to restore the American Committee on the CVA as a standing committee, rather than a subcommittee of the Publications Subvention Committee, and to appoint the Chair of the American Committee on the CVA as an ex officio member to the Publications Subvention Committee. The motion was seconded and passed unanimously.



**VII. NEW BUSINESS**

Discussion: None.

Action: None.

**VIII. ADJOURNMENT**

A motion was made to adjourn. The motion was seconded and passed. The meeting was adjourned at 5:40 p.m.

**EXECUTIVE COMMITTEE MEETING**

April 12, 2005  
Conference Call  
5:00 p.m. EST

**Participating**

Jane C. Waldbaum, President; C. Brian Rose, First Vice President; Malcolm Bell, III, Vice President for Professional Responsibilities; Susan Kane, Vice President for Publications; Peter Russo, Vice President for Societies; Leonard V. Quigley, Paul, Weiss, Rifkind, Wharton & Garrison, General Counsel; Bonnie Clendenning, Executive Director; Susan Downey, Governing Board; Ava Seave, Governing Board; Robyn Woodward, Governing Board; Teresa Keller, CFO; Charles LaFollette, Guest; Steve Gorell, Guest.

**Not Participating**

Shelby Brown, Vice President for Education; Jeffrey A. Lamia, Treasurer; Elie Abemayor, Governing Board

The meeting was called to order at 5:05 p.m.

**I. APPROVAL OF THE MARCH 9, 2005 EXECUTIVE COMMITTEE MINUTES**

Discussion: No changes were proposed.

Action: A motion was made to accept the March minutes. The motion was seconded and passed unanimously.

**II. REPORT OF THE PRESIDENT, JANE C. WALDBAUM**

Discussion: Waldbaum gave a brief report on her recent trip to Libya as one of the leaders of an AIA tour. She had a wonderful time on the trip and was able to lecture to Libyan archaeologists on the AIA's work in cultural heritage preservation. More importantly, she believes that AIA tours to the area could lead to more communication between the AIA and Libyan archaeologists.

Action: None

**III. PERSONNEL ISSUES, BONNIE CLENDENNING**

Discussion: None.

Action: A motion was made to enter Executive Session to discuss personnel issues. The motion was seconded and passed unanimously. The committee entered Executive Session for further discussion and action.

**IV. FINANCE REPORT, BONNIE CLENDENNING AND TERESA KELLER****A. YTD Investment Value**

Discussion: Keller reported that the Institute's investments have gone down in March. That leaves our nine-month return at 5.6%, which is slightly better than our benchmark.

Action: None.

**B. Choice of New Auditor**

Discussion: Keller reported that the Audit Task Force contacted four prospective audit firms. The AIA's accounts were too small for two of these, but two others returned quotes. The Task Force ultimately chose Lutz and Carr, a New York company. Not only is their fee \$5000 less than our current auditors, but they also have experience with publications and nearly half of their clients are in the non-profit sector.

Action: None.

**V. REPORT OF THE EXECUTIVE DIRECTOR, BONNIE CLENDENNING****A. SAA Annual Meeting, Membership Update and Development Update**

Discussion: Clendenning had no comment on these items and directed committee members to the materials that were distributed prior to the meeting for more information on them.

Action: None.

**B. Personnel Update**

Discussion: Clendenning reported that the *AJA* Associate Editor position should be filled by the end of the month. She will begin advertising nationally for the Director of Development position within the next few months.

Action: None.

**C. FY06 Budget Discussion**

Discussion: T. Keller highlighted the changes in the budget. The largest changes are at *Archaeology*. The magazine's revenue was severely misbudgeted for FY05. The CFO, Treasurer and Executive Director have made some drastic changes to balance the budget.

Action: A motion was made to enter Executive Session to discuss further changes to the budget. The motion was seconded and passed unanimously. Upon emerging from Executive Session, a motion was made to recommend the budget to the Governing Board. The motion was seconded and passed unanimously.

**VI. ADJOURNMENT**

A motion was made to adjourn. The motion was seconded and passed unanimously. The meeting was adjourned at 6:25 p.m. EST.

**MEETING OF THE GOVERNING BOARD**

April 30, 2005  
The Hyatt Harborside Hotel  
Boston, Massachusetts

**Attending****Officers**

Jane C. Waldbaum, *President*  
C. Brian Rose, *First Vice President*  
Malcolm Bell, III, *Vice President for Professional Responsibilities*  
Susan Kane, *Vice President for Publications*  
Peter Russo, *Vice President for Societies*  
Shelby Brown, *Vice President of Education and Outreach*  
Jeffrey Lamia, *Treasurer*  
Bonnie Clendenning, *Executive Director*  
Nancy C. Wilkie, *Past President*

**Trustees**

Elie Abemayor, *General Trustee*

Andrea Berlin, Academic Trustee  
John McK. Camp, II, Academic Trustee  
Alexandra Cleworth, Society Trustee  
John Crary, General Trustee  
Susan Downey, Academic Trustee  
William Fitzhugh, Academic Trustee  
Brian Heidtke, General Trustee  
Peter Herdrich, General Trustee  
Charles S. La Follette, General Trustee  
William Lindsay, General Trustee  
Jerald Milanich, Academic Trustee  
Donald Morrison, Society Trustee  
Robert Murowchick, Academic Trustee  
Helen Nagy, Academic Trustee  
Dorinda Oliver, General Trustee  
Lucille Roussin, General Trustee  
Ava Seave, General Trustee  
David Seigle, General Trustee  
Charles Steinmetz, General Trustee  
Barbara Tsakirgis, Academic Trustee  
Michael Wiseman, General Trustee  
Robyn Woodward, General Trustee  
Paul Zimansky, Academic Trustee

**AIA Staff**

Allison Cartmell, Administrative Coordinator  
Helen Evans, Meetings Manager  
Elizabeth Gilgan, Director of Programs and Services  
Teresa Keller, CFO  
Kevin Mullen, Publications and Communications Manager  
Naomi Norman, Editor-in-Chief, *AJA*  
Ben Thomas, Education and Outreach Coordinator  
Peter Young, Editor-in-Chief, *Archaeology*

**Guests**

Todd Neilsen, AIA Tours

**Not Attending**

Leonard Quigley, General Counsel  
Mary Beth Buck, General Trustee  
Kathleen Donahue Sherwood, Society Trustee  
Richard Howland, Trustee Emeritus  
Norma Kershaw, Trustee Emerita  
Richard Leventhal, General Trustee  
Paul Rissman, General Trustee

The meeting was called to order at 1:10 p.m.

**I. APPROVAL OF THE JANUARY 6, 2005 GOVERNING BOARD MINUTES**

Discussion: J. Waldbaum sent several small corrections of typos to Headquarters prior to the meeting. J. Lamia stated that item III.D is incorrect. It reads that the Board gave the President, the Executive Director or the Treasurer power to open and close bank accounts. This should say, "any two of these could open and close bank accounts."

Action: A motion was made to accept the minutes with the above-mentioned changes. Motion was made, seconded and passed unanimously.

## II. PRESIDENT'S REPORT: JANE WALDBAUM, PRESIDENT

### A. Announcements

Discussion: Waldbaum began her report by observing a moment of silence for David Detrich, who was a long-time friend of the AIA. On a happier note, she announced the approach of Trustee Emerita Norma Kershaw's eightieth birthday. On behalf of the Board, Waldbaum extended birthday wishes and thanked Kershaw for her many years of service to the AIA. Waldbaum also wished Ava Seave a Happy Birthday, and congratulated C. Brian Rose on his new position at the University of Pennsylvania.

Action: None.

### B. Welcome New Trustees

Discussion: Waldbaum welcomed new trustees Peter Russo, John Crary, Peter Herdrich, William Lindsay, David Seigle, William Fitzhugh, Helen Nagy and Paul Zimansky.

Action: None.

### C. Recent Accomplishments

#### 1. DAI Fellowship

Discussion: Waldbaum announced that the DAI has created a new fellowship. This post-doctoral summer research fellowship will be given once a year to a North American scholar who wishes to use the library facilities of the DAI in Berlin. This is a great accomplishment, as the fellowship is a direct result of a conference between the officers of the AIA and the DAI that took place at the Annual Meeting. The fellowship will not only encourage scholarship, but also promote contact between North American and German archaeologists.

#### 2. Libya Tours

Discussion: Waldbaum informed the Board that she had just returned from Libya, where she was one of the leaders of an AIA tour. While on the tour, she had the opportunity to lecture to local archaeologists as well as her fellow travelers. She believes that this lecture will help open communication between the AIA and Libyan archaeologists.

#### 3. Publications Subvention

Discussion: Waldbaum has appointed a committee to recommend the winner of the Publications Subvention. Nancy de Grummond will chair the committee. Announcements of the subvention should be ready to go to the public soon.

#### 4. Media Relations Task Force

Discussion: In response to the focus group discussions at the January meeting, Waldbaum has appointed a Media Relations Task Force to determine ways to better represent the AIA in the media. Peter Herdrich will chair the task force.

### D. Remarks

Discussion: Waldbaum thanked Publications and Communications Manager Kevin Mullen for the new *Trustee Handbook* and *Committee, Governing Board and Interest Group Directory*. She also thanked administrative coordinator A. Cartmell, who will be leaving the AIA to pursue her graduate studies, for her service. Waldbaum then announced that P. Katz is no longer working for the AIA. She thanked her for her many years of service. Waldbaum will convene the Personnel committee to create a job description, and then convene a search committee to find a new Publisher for *Archaeology*.

Action: L. Roussin stated that she did not support the way Katz was let go, and made a motion to enter Executive Session to discuss the matter. The motion was seconded, but defeated 32 to 1. Roussin resigned from the Board.

### III. TREASURER'S REPORT: JEFFREY LAMIA, TREASURER

#### A. Review of FY2005 Financial Performance

Discussion: Lamia reported that the finance department is projecting a loss of nearly \$300,000 this year. Misbudgeting at *Archaeology* drives most of this loss. On a positive note, AIA Tours is projecting a large positive variance for FY05. As of February, their revenue was up \$13,000.

Action: None.

#### B. Investment Value Update

Discussion: Lamia informed the Board that the Investment Subcommittee continues to monitor carefully the Institute's investments. Though our investments have followed the downturn of the market, they continue to do well overall. The subcommittee recently gave Northern Trust management of the Institute's fixed-income portfolio, which they have diversified. The fixed-income portfolio is currently breaking even, which is good considering the rapidly rising interest rates.

Action: None.

#### C. Comments on Budget

Discussion: Given the forecasted loss for FY05 and the Institute's break-even investment performance, Bonnie, Jeff, Jane and Teresa created very stringent guidelines for the budgeting process. During this process it became clear that the historical reliance on *Archaeology* magazine to fund other programs was no longer viable. Further, the financial structure of the Institute had too long been unbalanced between *Archaeology* and the other activities of the AIA. The other activities of the Institute needed building and hence the need to concentrate on supporting other programs. This is essential to pull through hard times and build for the future. The recommended budget supports our many programs and stresses that all departments need to work together to ensure the success of the AIA.

Action: None.

#### D. Banking and Stock Transactions Resolution

Discussion: At the January meeting, the Board approved a recommendation from the Finance Committee that any two of the President, the Treasurer and the Executive Director be allowed to open and close bank accounts on behalf of the Governing Board. Lamia announced that the Finance Committee recommends a similar motion to allow the President, the Treasurer or the Executive Director to transfer, convert, endorse, sell, assign, set over and deliver any and all shares of stock, bonds debentures, notes subscription warrants, stock purchase warrants, evidence of indebtedness, or other securities owned by the AIA.

Action: A motion was made to give the President, Executive Director and Treasurer the power to transfer, convert, endorse, sell, assign, set over and deliver any and all shares of stock, bonds debentures, notes subscription warrants, stock purchase warrants, evidence of indebtedness, or other securities owned by the AIA. The motion was seconded and passed unanimously. A resolution was made to amend the motion to grant any two of the President, the Treasurer and the Executive Director power over stocks. A motion was made to accept the resolution. The motion was seconded and passed unanimously.

### IV. AUDIT TASK FORCE REPORT

Discussion: B. Heidtke, chair of the Audit Task Force, reported to the Board about its 2 tasks: (1) Review whether or not to establish a new independent Audit Committee and; (2) To select new auditors for the Institute. With respect to the first the Task Force developed a charter that was designed to ensure "that the assets of the Institute are properly safeguarded and its activities accurately accounted for." Heidtke indicated that the proposed Mission and Charter of the new Audit Committee, as distributed to the Trustees, was recommended to the Finance Committee who approved and sent the Mission and Charter as a motion to the Board.

Action: The Finance Committee motion was seconded and passed unanimously.

Discussion: Next, the task force met to discuss possible audit firms. They sent proposals to five firms, and discovered that large firms aren't interested in taking on an account of our size. The task force had preliminary conversations with three of the smaller firms, two of which were located in Boston, and one in New York. They ultimately decided on the New York firm, Lutz and Carr. Lutz and Carr has publishing experience and about half of their business comes from not-for-profit companies. They also cost about \$5000 less than our old audit firm. The Audit Task Force recommended to the Finance Committee to accept Lutz and Carr as the Institute's new auditors. The Finance Committee approved the recommendation and was presenting its recommendation as a motion to the Board.

Action: The Finance Committee motion was seconded and passed unanimously

## V. REVIEW AND APPROVAL OF THE FY06 BUDGET

### A. Overview

Discussion: Clendenning informed the Board that the FY06 budget invests in various AIA programs in order to minimize the need for *Archaeology* to be the AIA's main producer of revenue. The money to invest in these programs comes from a cut in *Archaeology* direct mail. *Archaeology* currently spends \$1,000,000 each year on direct mail. The FY06 budget proposes spending \$500,000 on direct mail. This will lead to a projected \$200,000 loss in subscription revenue, leaving the Institute with a net gain of \$300,000. The Executive Committee approved this budget in principle at their April meeting.

Action: None.

### B. Budget by Department

*Archaeology*: T. Keller reported several errors in *Archaeology*'s budget model. This caused the magazine's revenue to be regularly overbudgeted. For the FY06 budget, Lamia, Keller, Clendenning and Waldbaum have made more appropriate estimates by looking at the trends in the magazine's finances. To make up for the subscribers that will be lost by the direct mail cut, the *Archaeology* magazine committee, chaired by A. Seave, is working to develop new and cheaper methods of attracting subscribers. Seave's analysis indicates that the magazine will be able to support itself with the direct mail cut for the next few years while new options are researched. Keller stated that this money would help the Institute reinvest in the magazine by giving Membership and Development the burden of creating revenue. This synergy will allow the branches of the AIA to support each other in bad times, and will allow the Institute to carry through bad times without making the program cuts that hurt us ultimately.

*AJA*: The *AJA*'s budget is down due to the creation of a full-time Assistant Editor position and the recently increased page numbers. Keller intends to draw from the Society for the *AJA* funds to cover some of that negative variance. The Society for the *AJA* is not as restricted as our other endowments; it is available for the special needs of the *AJA*. N. Norman stated that she stands behind this one-time withdrawal, but stressed that this is not a long-term solution.

**Membership Fulfillment:** Membership Fulfillment is budgeted to contribute \$30,000.

**Membership Programs:** Membership Program's budget is down due to increased salaries and the reinstating of the third lecture. N. Wilkie asked how much the third lecture would cost, and L. Gilgan answered \$30,000 at the most, and probably closer to \$15,000.

### C. Questions

Discussion: B. Clendenning invited any comments or questions. J. Camp commended the Executive Director and the CFO on the clarity of the material presented. M. Wiseman asked how the Institute could determine how much revenue will be lost by the direct mail cut. A. Seave replied that magazine trends are highly predictable and the results of the cut have been carefully analyzed. The poor management of the magazine did not allow for analyses to be carried on in



the past, but that will change in the future. In response to item 5Y on page 49 of the Governing Board packet, "Start promotion to pay societies 40% of each first year membership fee that they bring in," D. Morrison recommended changing that figure to 30%. Waldbaum stated that the recommendation would be taken under advisement for the FY07 budget. N. Wilkie asked why the AIA funds Archaeology Month in Massachusetts but not elsewhere. L. Gilgan informed her that the Education department is working to create templates for all societies. Since headquarters is in Boston, it is easier and cheaper to begin here and then teach the local societies how to be involved. S. Brown stressed the importance of working locally to create guidelines and templates, then making our programs national. Setting up guidelines that work will ensure that the Institute does not begin good projects that soon fade away. M. Wiseman asked if the staff is confident that this budget could be achieved. Clendenning replied that the staff is very confident, since the budget contains educated predictions that have taken much thought and time to determine. Clendenning hopes that the Institute can actually do better than the budget. N. Wilkie asked why the Archaeology Fair is still being supported out of general revenue, when it was set up to be self-sufficient. Clendenning replied that the numbers in the budget are misleading. The grants were budgeted modestly, but next year's fair should be completely underwritten.

Action: A motion was made to accept the FY06 Budget. The motion was seconded and passed unanimously. Waldbaum thanked Keller and Clendenning for all of their hard work on the budget.

## VI. REPORT OF THE EXECUTIVE DIRECTOR: BONNIE CLENDENNING, EXECUTIVE DIRECTOR

### A. Departmental Reports

Discussion:

**Membership:** Clendenning reported that membership numbers are steady. Renewals are doing well and Clendenning believes that the numbers have bottomed out. The conversion to Raiser's Edge, the in-house membership database, has gone well but has resulted in the need for a massive cleanup of duplicate records. T. Spurrier, Membership Coordinator, has found over 15,000 lapsed members listed in the database. Clendenning believes that when sent a renewal notice, a significant percentage of these will renew. Spurrier has been working on ways to reach new members. She and Clendenning are going to begin publicizing the AIA's partnership with Earthwatch, and they are also going to begin to offer access to JSTOR as a membership benefit (for a slight additional fee).

**AJA:** The April issue of the *AJA* went to press during the last week of April. The *Journal* staff is still working to get issues out on time, and Clendenning believes that they will get back on schedule when the new Assistant Editor begins working in early May. To battle the *AJA*'s slight attrition rate, Clendenning will begin a new marketing initiative.

**Publications:** The Publications and Communications Department just finished two new publications, the 2005–2006 AIA Committee, Governing Board and Interest Group Directory and the 2005–2006 Trustee Handbook. There are two large errors in the Handbook: the Wilkie lecture-ship was omitted from the list of endowed lectures, and *Archaeology* was omitted from the list of publications. Clendenning apologized to N. Wilkie and the *Archaeology* staff and assured them that those mistakes would be corrected. Advertising will soon begin for the Publications Subvention, and Clendenning believes that it will be a successful program to carry us through until we are again in the position to publish scholarly works.

**Annual Meeting:** The Program for the Annual Meeting committee met by conference call in mid-April to select papers for the 2006 Annual Meeting. A subgroup of the PAMC met in Boston to arrange the accepted papers into the Program grid. Letters to submitters will go out by the 10th of May. Eight concurrent sessions will be held next year, and thanks to a generous donation, all LCD projection will be provided at no cost to the presenters. The AIA and the APA have jointly hired Conferon, a third party meeting planning service, to help plan future meetings. The vendors pay Conferon, so we are able to use them at no cost to the Institute. Clendenning

was skeptical about this arrangement, but H. Evans, Meetings Manager, says it is working well. Conferon has enormous buying power, so they are able to secure very low rates for us. The 2007 meeting location is still not decided, but it will likely be San Diego. Clendenning and Evans are looking for a southwest or southeast location for 2008, and are considering Washington D.C. as a possibility for 2009. Our contract with the APA is up after the 2006 meeting, so we will need a new management agreement if we are going to continue holding joint meetings. Clendenning recently attended the SAA annual meeting to see how it is conducted. She noticed that it is aimed at younger scholars. They have five poster sessions and anyone can present a paper. Clendenning would like to add another poster session to our meeting to help convince younger scholars and students to attend.

**Archaeology:** Several of *Archaeology's* multi-year contracts will expire in the next FY, including those with the printer, the landlord, and the distributor.

**Merchandise:** The *Archaeology* office and Headquarters are beginning a joint merchandise campaign. A team of Boston staff members is working on new items and designs as a renewal of our old Eureka program. The new AIA merchandise will be advertised in *Archaeology* magazine and distributed out of the New York office (along with the existing *Archaeology* merchandise).

**Membership Programs:** R. Donahue is now running the lecture program while L. Gilgan focuses on societies and fellowships.

Action: None.

#### **B. General Discussion**

Discussion: A. Cleworth stated that the Program Committee would like more face-to-face meetings. Clendenning stated that the budget does not allow for more meetings, but welcomed Cleworth to follow-up with her by email. N. Wilkie stated that the Board used to be given statistics on how many papers were submitted and what was accepted. Clendenning replied that K. Mullen has those statistics and can send them out. A. Berlin asked if we have considered giving members of other archaeology organizations a discount on *AJA* subscriptions. N. Norman replied that she has been looking into the option, especially for foreign organizations. She is currently discussing it with the DAI. Clendenning reported that she also plans to send *AJA* back issues to deserving libraries abroad. Norman said that the *AJA* Advisory Board is putting together a list of organizations and libraries that could use back issues and welcomed suggestions from the Board.

Action: None.

### **VII. DEVELOPMENT COMMITTEE REPORT: ELIE ABEMAYOR, CHAIR**

#### **A. FY05 Through March 31**

Discussion: E. Abemayor reported that the AIA Fund is still above its YTD target. He hopes that it will continue to do well and exceed its year-end goal. The AIA Fund has been aided by the trustee participation rate of nearly 100%. The search for the Director of Development has been put off until the summer because of budgetary issues. Abemayor concluded his report by urging all Board members to read the new Development Policy document published in the Trustee Handbook. It clearly communicates the mission and duties of the Development Department and the Development Committee.

Action: None.

#### **B. Planned Giving Subcommittee Report: Charles S. La Follette, Chair**

Discussion: C. La Follette announced that he would ultimately like every Board member to give to the AIA in their wills. The Norton Society currently has over fifty members. Waldbaum reminded the Board that the easy way to give is through their IRAs, 401ks and other retirement accounts. This doesn't even require a lawyer; one only needs to add the AIA as a beneficiary on the Beneficiary form.

**VIII. UPDATE ON THE TROOP LECTURE PROGRAM: C. BRIAN ROSE, FIRST VICE PRESIDENT**

Discussion: B. Rose updated the Board on his troop lecture program. He recently spent three days at the Marine base Camp LeJeune. He gave two lectures, one to the Colonels and one to the reserves. Though both groups were wary at first, the lectures were a success. Rose's lecture emphasized the effects of looting and the proper treatment of sites. The troops were very enthusiastic about the topic. The lecture was filmed for camp TV and featured in an article in the camp newspaper. Rose has planned two more lectures this summer. He will be giving one, and Jodi Magness will be giving the other. Rose is looking for archaeologists near various bases to volunteer to lecture and pay their own way.

Action: None.

**IX. REPORT OF THE VICE PRESIDENT FOR PROFESSIONAL RESPONSIBILITIES: MALCOLM BELL, III****A. PRC Recommendation for the Outstanding Public Service Award**

Discussion: M. Bell informed the Board that the Professional Responsibilities Committee recommends the Illicit Antiquities Research Centre (IARC) of Cambridge, England as the 2006 recipient of the Outstanding Public Service Award. The IARC conducts public education and media campaigns to raise awareness about the problem of looting and its connection to the illicit antiquities trade.

Action: A motion was made to accept the recommendation of the PRC and name the IARC as the winner of the 2006 Outstanding Public Service Award. The motion was seconded and passed unanimously.

**B. PRC Recommendation for the Conservation and Heritage Management Award**

Discussion: M. Bell reported that the PRC recommends that the CHM Award be given jointly to Hester A. Davis, William Lipe and Charles R. McGimsey. These three individuals have been instrumental in continuing the work started one hundred years ago with the 1906 Antiquities Act. The PRC would like to grant them this award in honor of the act's centennial.

Action: A motion was made to accept the PRC's recommendation and give the CHM Award to Hester A. Davis, William Lipe and Charles R. McGimsey. The motion was seconded and passed unanimously.

**C. New Interest Group**

Discussion: M. Bell reported that the PRC approved a new Interest Group, the Medieval and Post-Medieval Archaeology Interest Group. The group already has twenty-seven members.

Action: None.

**X. STAFF MEMBER REPORT: EDUCATION AND OUTREACH: BEN THOMAS, EDUCATION COORDINATOR**

Discussion: Ben Thomas, Education and Outreach Coordinator, reported on activities undertaken by the Education and Outreach Division (ED) between its creation in August 2004 and the GB Meeting in April 2005. During this period the ED created several programs designed for general audiences—members and non-members. ED also assumed the supervision of extant programs such as the Archaeology Fair and the Teacher's Workshop at the Annual Meeting.

ED programs, including classes, workshops and lesson-plans, were designed primarily for laypeople, K-12 educators, and students. Many of these activities provided AIA with an opportunity to build collaborations with related organizations, such as ASOR, ICEAACH and the MFA. These associations enabled the AIA to reach larger and more varied audiences. Most ED programs were anticipated to be self-supporting and, over time, will generate income for the AIA. Programs, although initially created and implemented in Boston, were designed to be replicable nationwide through the Local Societies. ED will create guidelines and standards for these programs to aid in the process of replication and to ensure that the AIA and its Societies provide programs of the highest quality. To effectively reach a nationwide audience ED proposed strengthening its presence on the web and enhancing its newly created website.

### Current ED Programs

- Archaeology Fair
- Teacher Workshop at the Annual Meeting
- Archaeology Month
- Website: The website includes:
  - Basic information about archaeology and archaeological methods.
  - Glossary and definitions.
  - Bibliography.
  - Timelines.
  - An “Ask the Expert” feature where experts will answer questions submitted by users.
  - Teacher Resources: Curriculum, Lesson Plans, Movie reviews for class use, etc.
  - Calendar of events.
  - Archaeology Fair information.

### Proposed ED Programs

- Expand teachers’ workshops and hands-on learning programs.
- Create classes for adults.
- Expand “Ask an Expert”.
- Create templates and standard for all programs.
- Create a web forum to publicize education events being undertaken by local societies.;
- Search for grants to aid in funding programs.

## XI. NEW BUSINESS

### A. Nominating Committee Progress Report

Discussion: C. La Follette reported that three General Trustees will retire this year, and two General Trustees have resigned. So far, the Nominating Committee has only found one candidate. He asked Board members to think of possible future Trustees and stressed that the Nominating Committee relies on current Board members to locate nominees.

Action: None.

### B. Approval of New or Revised Committee Charges

#### Graduate Student Paper Award Committee

Discussion: J. Waldbaum presented the new Graduate Student Paper Award Committee charge.

Action: A motion was made to accept the new Graduate Student Paper Award Committee charge. The motion was seconded and passed unanimously.

#### Publications Subvention Committee

Discussion: J. Waldbaum presented the new Publications Subvention Committee charge.

Action: A motion was made to accept the new Publications Subvention Committee charge. The motion was seconded and passed unanimously.

#### Tour Advisory Board

Discussion: J. Waldbaum presented the revised Tour Advisory Board charge.

Action: A motion was made to approve the revised Tour Advisory Board charge. The motion was seconded and passed unanimously.

#### Local Society Incentive Grant Subcommittee

Discussion: J. Waldbaum presented the revised Local Society Incentive Grant Subcommittee charge.

Action: A motion was made to approve the revised Local Society Incentive Grant Subcommittee charge. The motion was seconded and passed unanimously.

**C. Tour Program: Todd Nielson, AIA Tours**

Discussion: T. Nielson reported that bookings look good for the next year, but warned the Board that travel is a volatile business and could change quickly. He informed the Board that tours are a major revenue-creator for the Institute, and they could do even better in time. His goal for tours is not to cater to the general public, but to create luxurious trips that are led by experts in the field. The tours are high-priced because they are high quality.

Action: None.

**XII. OPEN DISCUSSION**

Discussion: B. Clendenning gave a summary of January's open discussion. The Board's goals lie in three main categories, education, public relations, and performance reviews (how the Institute can know that it is meeting its goals and making a difference). The Education Department is actively pursuing various education goals. To better publicize the AIA, Clendenning hopes to form a panel of experts in various areas to field questions from the press. These would be scholars that can comment knowledgeably on behalf of the AIA. She hopes to make the AIA the first place that the press will contact for archaeological questions. In response to the desire for performance reviews, Clendenning stated that the Institute has plenty of raw data. In the future, she would like to use this data to create meaningful management-level reports on our activities and impact. Clendenning then opened the floor for general discussion. N. Wilkie informed the Board that the Italian Cultural Properties Accord is up for renewal. She encouraged all Board members to write a brief letter in support of the renewal. Any questions can be sent to Patty Gerstenblith, who is organizing a group of American archaeologists that work in Italy to speak at the CPAC hearing in early September. A. Berlin informed the Board that she recently lectured in St. Louis to a crowd of over four hundred people. The St. Louis society sends postcards printed with their activities to all *Archaeology* subscribers in the area, and they have gotten a huge positive response. She encouraged all societies to look into this option. J. Waldbaum announced that the fall Governing Board meeting would be held October 14–16 [ed. Note subsequently changed to October 21–22]. The location has not yet been determined.

**XIII. ADJOURNMENT**

A motion was made to adjourn. The motion was seconded and passed unanimously. Meeting adjourned at 4:50 p.m.

# Lecture Program

The Lecture Program, presented by the Archaeological Institute of America, demonstrates the Institute's commitment to public education. Through this program, results of the most recent archaeological research and fieldwork are made available to each of its local societies with two lectures. Each lecturer is scheduled to speak at three or four societies. Most local societies incorporate the Institute-sponsored lecture into an active program of locally sponsored lectures and events. For the 2004/2005 program, Institute headquarters scheduled 62 speakers to deliver 190 lectures.

## SPECIAL LECTURES 2004/2005

### AIA Endowed Lectureships

The Michel and Nelly Abemayor Fund for the Study of Egyptian Art and Archaeology: *William Peck*

Ahmanson Foundation Lectureships: *C. Brian Rose and Robert Vann*

Patricia and Richard Anawalt Lecture: *Francis P. McManamon*

Anita and Edward Bader Lecture: *Stephen L. Dyson*

Ludlow Hopkins Baldwin Memorial Lecture: *Peter S. Wells*

Nancy Stone Bernard Lecture: *Susan Heuck Allen*

John H. and Penelope Biggs Lecture: *Naomi J. Norman*

Alan Boegehold Lecture: *Eugene Borza*

Nadzia Borowski Lectures: *Michael Blake*

Robert J. Braidwood Lecture: *Michael Fuller*

Oscar Broneer Memorial Lecture: *Susan Heuck Allen*

Ellen Sparry Brush Lecture: *Patricia McAnany*

John L. Caskey Lecture in Aegean Archaeology: *John McK. Camp*

Sandra L. Church Lecture in Memory of Albert H. Clayburgh: *C. Brian Rose*

Cesnola Lectures on Cyprus: *Stuart Swiny*

Albert H. Clayburgh Lectures in Archaeology: *Sharon Herbert*

Ferdinando and Sarah Cinelli Lecture in Etruscan and Italic Archaeology: *Anthony Tuck*

The Donald R. Laing, Jr. Lectureship of the Cleveland Archaeological Society: *Michael Fuller*

Max Arthur Cohn and Sarah Waldstein Cohn Memorial Lecture: *Barbara Barletta*

Clarence and Anne Dillon Dunwalke Lecture: *James Russell*

Alfred Eisenpreis Lecture: *William Murray*

Danyale Z. English Lecture: *John H. Oakley*

The Feinstone Lecture in the Archaeology of Israel: *Kathryn L. Gleason*

George H. Forsyth, Jr. Memorial Lectures: *Peter S. Wells*

The Ernest R. Graham Lecture: *Barbara Tsakirgis*

The Vartan Gregorian Lectureship: *James Russell*

The George M. A. Hanfmann Memorial Lecture: *Crawford H. Greenewalt, Jr.*

Ira Haupt, II Lecture: *William Murray*

Harald Ingholt Lecture in Middle Eastern Archaeology: *Jodi Magness*

Wilhelmina and Stanley Jashemski Lecture: *Kathryn L. Gleason*

Martha Sharp Joukowsky Lectureships: *James C. Anderson, Jr. and Jack L. Davis*

Kershaw Lectures in Near East Archaeology: *Elise Friedland and Joanna S. Smith*

Samuel H. Kress Lectureship in Ancient Art: *Sturt Manning and Andrew Wallace-Hadrill*

Ellen and Charles S. La Follette Lectures: *Barbara Barletta and Francis P. McManamon*

Richard Lobban Family Endowed Lecture: *William Peck*

The Manton Lectures: *Steven L. Tuck*

The Frederick R. and Margaret B. Matson Lecture: *William Biers*

The Anna Marguerite McCann and Robert D. Taggart Lectureship in Underwater Archaeology:

*Cheryl Ward and Dana R. Yoerger*

William A. McDonald Lectureship: *C. Brian Rose*

Machteld Mellink Lecture in Near Eastern Archaeology: *Mary M. Voigt*



The William Metcalf Lecture Series: *Carmen Arnold-Biucchi*  
 Joseph Veach Noble Lecture: *Kathleen Lynch*  
 The Charles Eliot Norton Memorial Lectureship: *Elizabeth Fentress* and *Elaine Gazda*  
 Dorinda J. Oliver Lecture: *Richard Talbert*  
 The Archaeology of Portugal Fund Lecture: *Rui Parreira*  
 Leonard and Lynn Quigley Lecture: *Andrea M. Berlin*  
 Frieda Renner Lectures: *Kenneth W. Harl*  
 James Russell Lecture: *Helen Nagy*  
 Robert L. Scranton Lecture: *John McK. Camp*  
 Carl Sheppard Memorial Lecture: *Nancy de Grummond*  
 Sheldon H. Solow Lecture: *John H. Oakley*  
 The Doris Z. Stone New World Archaeology Lecture Fund: *Kenneth G. Hirth, William A. Saturno, Payson Sheets* and *Shelley Wachsmann*  
 Homer A. and Dorothy B. Thompson Lectureship: *Brunilde S. Ridgway*  
 Johannes and Jo Anne Van Tilburg Lecture: *Patrick Kirch*  
 The Peter H. Von Blanckenhagen Lecture Endowment: *Robert Cohon*  
 R. S. Webster Lectureship: *Hermann Hunger*  
 Nancy Wilkie Lectureship in Archaeological Heritage: *Claire L. Lyons*  
 Rodney S. Young Memorial Lecture: *Michael Fuller*

## AIA NATIONAL LECTURE PROGRAM

### **Susan Heuck Allen, Brown University**

*Finding the Walls of Troy: Frank Calvert and Heinrich Schliemann at Hisarlik* at Westchester, Central Illinois (Urbana) and Detroit

### **James C. Anderson, Jr., University of Georgia**

*Ghostwriting? or Lying in Stone?: Can We Believe Roman Building Inscriptions?* at Western Carolina (Brevard-Asheville), East Tennessee, Nashville, Albany, Finger Lakes (Ithaca), Montréal, Ottawa, Toronto, Niagara Peninsula, Houston, Southwest Texas (San Antonio), Central Texas (Austin), Dallas-Ft. Worth, and New Orleans

### **Carmen Arnold-Biucchi, HUAM-Arthur M. Sackler Museum**

*Astrology and Imperial Propaganda: Representations of the Full Circle of the Zodiac on Roman Provincial Coins* at Central Texas (Austin), Pittsburgh; *Why Ancient Coins in Museums and Universities?* at Nashville

### **Barbara Barletta, University of Florida**

*The Western Greeks and Their Neighbors* at San Francisco, Hawaii, and North Coast

### **Elizabeth Bartman, Independent Scholar**

*The Mock Face of Battle* at Cincinnati; *Henry Blundell and His Classical Marbles: Archaeology in the Era of the Grand Tour* at Finger Lakes (Ithaca) and Rochester

### **Andrea M. Berlin, University of Minnesota**

*The Phoenicians and the Maccabees: Excavations at Tel Kadesh, Israel* at South Carolina (Charleston), Saint Louis

### **William Biers, University of Missouri-Columbia**

*Greek and Roman Technology: Ancient Sources and Modern Experiments* at Winnipeg, Lincoln-Oma-ha, and Kansas (Kansas City-Lawrence)

### **Michael Blake, University of British Columbia**

*The Mystery of Maize: New Discoveries and Questions in the Archaeology of Ancient America's Most Important Plant Crop* at South Florida, Central Florida (Orlando)

**Eugene Borza, Independent Scholar**

*The Royal Possessions of Alexander the Great* at North Carolina, Central Carolinas (Charlotte), San Diego, and Orange County; *Treasures of the Macedonian Royal Tombs* at Greensboro

**John McK. Camp, Randolph-Macon College**

*The Athenian Agora and the Origins of Democracy* at Tampa Bay; *Recent Excavations in the Athenian Agora* at Gainesville; *The Sanctuary of Artemis at Brauron* at Athens

**Claudia Chang, Sweet Briar College**

*A Decade of Research on Bronze and Iron Age Farming and Pastoral Adaptations on the Eurasian Steppe (SE Kazakhstan)* at Worcester

**Robert Cohon, University of Missouri, Kansas City**

*Fakes, Frauds, and Scholars* at Ottawa and Toronto

**Jack L. Davis, University of Cincinnati**

*The Palace of Nestor at Pylos: Current Research* at Atlanta, Gainesville, Santa Barbara, Hawaii, North Coast, Milwaukee, Valparaiso, Kansas (Kansas City-Lawrence), and Oklahoma City; *Archaeology in Albania: A 21st Century Perspective* at Athens, Appleton, Central Missouri (Columbia), and Stanford

**Nancy de Grummond, Florida State University**

*How to Bury a Scythian King* at Portland and Vancouver

**James Delgado, Vancouver Maritime Museum**

*Kamikaze: Discovering Kublai Khan's Lost Fleet* at Minnesota (Minneapolis-St. Paul), Winnipeg (Manitoba), and Salem

**Stephen L. Dyson, SUNY Buffalo**

*Romans and Natives in Ancient Sardinia* at Central Missouri (Columbia); *Looking at Ancient Pompeii* at Rockford

**Elizabeth Fentress, University College London**

*Islamizing the Berbers: Excavations at Volubilis and the First Centuries of the Arab Conquest of North Africa* at Narragansett (Providence), San Joaquin Valley, San Francisco, Richmond, Charlottesville, Lynchburg and San Diego; *At Home in the Countryside: Early Villas in the Western Mediterranean* at Orange County; *Excavations at Volubilis and the Islamization of the Berbers* at New York City

**Elise Friedland, Rollins College**

*Pagans in Palestine: The Roman Marble Sculptures From the Sanctuary of Pan at Caesarea Philippi/Panias, Israel* at Oklahoma City, Houston, and New Orleans

**Michael Fuller**

St. Louis Community College-Meramec: *Sacred Symbols and Martyrs at Tell Tuneinir, Syria* at Oxford, Springfield, Columbus, and Cleveland

**Elaine Gazda**

University of Michigan: *The Villa of the Mysteries in Pompeii: Contexts and Meanings* at Central Illinois (Urbana), Washington D.C., Central Florida (Orlando), Tallahassee, South Carolina (Charleston), and New Haven; *Watercolors of the Villa of the Mysteries by Maria Barosso: Archaeology, Art and Politics of Italy of the 1920s* at Hartford, Long Island

**Kathryn L. Gleason**

Cornell University: *The Design of Ancient Roman Parks and Gardens* at Washington D.C.; *Herod the Great's Palace Complex at Caesarea Maritima, Israel* at South Pennsylvania (Chambersburg)

**Crawford H. Greenewalt, Jr., University of California**

*Sardis in Anatolia: Archaeological Discoveries and Problems in Lydian, Hellenistic, and Imperial Roman Eras* at Eugene

**Kenneth W. Harl, Tulane University**

*The Emperor, the Coinage, and the Orthodox Faith: The Iconoclastic Controversy (685–843)* at Albany; *Greek Gods and Roman Emperors on Civic Coins: Religious Change in Asia Minor* at Western New York; *The Shrines of Cybele and Zeus at Aezanis: A Model for Hellenization in Roman Asia Minor* at Rochester

**Sharon Herbert, University of Michigan**

*In Search of the "Last" of the Phoenicians* at Westchester, Princeton, and Northern New Jersey (Montclair)

**Kenneth G. Hirth, Pennsylvania State University**

*Militarism and City-States Before the Aztecs: Archaeological Investigations at Xochicalco, Mexico* at East Tennessee

**Hermann Hunger, University of Vienna**

*Observation and Prediction in Babylonian Astronomy* at Valparaiso and Narragansett (Providence); *Coping with the Future in Babylonia* at Philadelphia

**Patrick Kirch, University of California-Berkeley**

*Recent Archaeology in Mangareva: The Gateway to Easter Island* at Stanford

**Kathleen Lynch, University of Cincinnati**

*At Home in Archaic Athens: The Archaeology of a House near the Athenian Agora* at Mississippi-Memphis; *Sex Sells, But Who's Buying? Erotic Imagery on Attic Vases* at Kentucky (Lexington-Louisville)

**Claire L. Lyons, Getty Research Institute**

*Ancient Art, Modern Dilemmas: Museums in the Era of Restitution* at Denver and South Florida

**Jodi Magness, University of North Carolina at Chapel Hill**

*Masada: Last Stronghold of the Jewish Resistance against Rome* at Hartford

**Sturt Manning, University of Toronto**

*The Origins of the Minoan Palaces* at Kent-Akron, Cleveland, Central Pennsylvania (University Park), and Central Arizona (Phoenix); *The Anatomy of a Late Bronze Age Centre in Southern Cyprus: Maroni Tsaroukkas and Its World* at Oberlin-Wooster, Ann Arbor, Eugene, Salem, Portland, and Southern Nevada (Las Vegas); *Towards a History of the Aegean Bronze Age: Why Dates Matter* at Pittsburgh and Tucson

**Patricia McAnany, Boston University**

*Ancient Maya Chocolate Farmers in the Sibun Valley, Belize* at New York City

**Francis P. McManamon, National Park Service**

*Kennewick Man and American Archaeology* at Western Massachusetts, Boston and Worcester

**William Murray, University of South Florida**

*The Search for the Battle of Actium* at New York City and South Pennsylvania (Chambersburg); *High Tech and High Stakes: Naval Power in the Hellenistic Age* at Long Island

**Helen Nagy, University of Puget Sound**

*Paris, Menelaos, and Helen: Reflections of the Saga in Etruscan Mirrors* at Central Indiana; *Demons of the Etruscan Underworld* at Saint Louis

**Naomi J. Norman, University of Georgia**

*Dead Men Do Tell Tales: The Yasmina Cemetery* at Carthage (Tunisia) at Boulder

**John H. Oakley, The College of William and Mary**

*Coming of Age in Ancient Greece: The Making of An Exhibition* at Staten Island and Western Massachusetts; *Imaging Death in Classical Athens: Athenian White Lekythoi* at New Haven

**Rui Parreira, National Archaeological Service in the Algarve**

*Alcalar: A Megalithic Site in Southwestern Iberia* at Baltimore and Northern New Jersey (Montclair); *A Megalithic Site in Southwestern Iberia* at Staten Island

**William Peck, Independent Scholar**

*Napoleon and Beyond: Early Travelers and Archaeologists* at Madison; *Drawing in Ancient Egypt: The Foundation of the Arts* at Iowa City, Chicago and Western Illinois (Monmouth)

**Brunilde S. Ridgway, Bryn Mawr College**

*Forgeries, Ancient and Modern* at Central Pennsylvania (University Park) and Princeton

**C. Brian Rose, University of Cincinnati**

*Recent Greek and Roman Excavations at Troy, Turkey* at San Joaquin Valley; *The Ancient Greeks in Persia and Afghanistan* at Santa Barbara and Los Angeles County

**James Russell, University of British Columbia**

*Living on the Ocean's Edge: Six Millennia of Human Survival on Scotland's Western Shores* at Iowa City; *Rome and Her Caledonian Neighbors* at Western Illinois (Monmouth); *Chasing Roman Soldiers* at Rockford

**William A. Saturno, University of New Hampshire**

*Murals, Myths, and the Origins of Maya Civilization* at Milwaukee, Appleton and Madison

**Payson Sheets, University of Colorado**

*What Were Those Commoners Doing During the Classic Maya Period?* at Dallas-Ft. Worth and Minnesota (Minneapolis-St. Paul)

**Joanna S. Smith, Columbia University**

*Archaeologies of Writing in the Late Bronze Age Mediterranean* at Atlanta, Tallahassee, and Tampa Bay

**Geoffrey & Françoise Summers, Middle East Technical University**

*The Kerkenes Project* at Western New York

**Stuart Swiny, University of Albany**

*Giants, Dwarfs, Saints, or Humans: Who First Set Sail for Cyprus?* at Montréal, Santa Fe, and Lincoln-Omaha

**Richard Talbert, University of North Carolina Chapel Hill**

*Roman Maps and Worldview: New Discoveries, Fresh Perspectives* at Oberlin-Wooster, Kent-Akron, and Toledo

**Barbara Tsakirgis, Vanderbilt University**

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 Mr. Thomas E. White  
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 Professor John G. Younger  
 Ms. Judith L. Zamb  
 Ms. Mary Z. Zeugner  
 Mr. Mack M. Zimet  
 Mr. and Mrs. James R. Zuckerman

# Analysis of Membership

<b>SOCIETY NAME</b>	<b>TOTAL FY05</b>	<b>TOTAL FY04</b>	<b>BASIC</b>	<b>STUDENT</b>	<b>DUAL</b>	<b>LIFE</b>
Albany, NY	43	51	33	6	2	2
Ann Arbor, MI	69	73	45	20	0	4
Appleton WI	32	23	26	4	1	1
Athens, GA	21	26	16	4	0	1
Atlanta, GA	55	68	46	8	0	1
Baltimore MD	107	130	94	8	2	3
Boston, MA	338	349	240	71	6	21
Boulder, CO	53	58	41	11	0	1
Central AZ	77	71	60	13	2	2
Central Carolina (Charlotte) *	20	29	14	5	1	0
Central IL	35	36	28	5	1	1
Central IN	65	66	52	12	0	1
Central MI (E. Lansing)	27	33	22	3	2	0
Central MO	39	43	25	12	1	1
Central PA	39	38	25	12	0	2
Central TX (Austin)	82	84	52	24	1	5
Chapel Hill, NC	76	71	51	20	1	4
Charleston, SC	38	30	29	8	0	1
Charlottesville, VA	42	44	32	7	1	2
Chicago, IL	194	172	163	15	4	12
Cincinnati, OH	73	74	46	22	0	5
Cleveland, OH	62	74	49	9	1	3
Columbus, OH	43	60	31	9	1	2
Dallas, TX	77	90	63	10	3	1
Denver, CO	72	83	60	8	3	1
Detroit, MI	55	36	44	7	3	1
Eastern TN	61	61	53	7	0	1
Edmonton AB *	32	30	22	9	1	0
Eugene, OR	28	36	25	3	0	0
Finger Lakes, NY	44	49	29	10	2	3
Gainesville, FL	50	50	43	6	0	1
Greensboro, NC	24	23	22	2	0	0
Hamilton ON *	28	34	21	7	0	0
Hartford, CT	41	48	36	2	1	2
Hawaii	44	56	40	3	1	0
Houston, TX	100	122	88	10	1	1,
Iowa City, IA	42	46	40	1	1	0
Kansas City, KS	39	38	35	1	1	2
Kent-Akron, OH	25	30	19	4	0	2
LA County, CA	277	317	232	26	6	13
Las Vegas, NV	36	51	34	1	1	0
Kentucky	47	42	41	5	0	1
Lincoln-Omaha, NE	34	40	27	2	4	1
Long Island, NY	105	109	91	6	4	4
Lynchburg, VA	30	28	26	2	2	0
Madison, WI	57	53	42	11	1	3
Milwaukee, WI	71	83	55	16	0	0
Minneapolis/St. Paul, MN	108	110	89	14	0	5
Mississippi/Memphis	27	24	23	4	0	0
Montreal PQ	28	23	17	9	0	2
N. Alabama (Huntsville)	51	55	43	4	4	0
Narragansett, RI	82	93	67	10	2	3
Nashville, TN	37	42	32	3	1	1



New Haven, CT	93	91	76	14	3	0
New Orleans, LA	49	53	40	6	1	2
New York City, NY	504	544	398	56	7	43
Niagara Peninsula ON	32	33	22	7	2	1
North Coast, CA	31	35	27	4	0	0
Northern NJ	80	92	74	3	1	2
Oberlin-Wooster, OH	33	30	21	5	3	4
Ohio Valley	—	14	—	—	—	—
Oklahoma City	31	42	24	5	1	1
Orange County, CA	166	184	142	17	5	2
Orlando, FL	51	59	38	9	4	0
Ottawa ON	49	48	40	7	1	1
Oxford, OH	22	24	16	6	0	0
Philadelphia, PA	188	207	121	43	2	22
Pittsburgh, PA	39	47	33	5	0	1
Portland, OR	48	59	42	3	2	1
Princeton, NJ	102	104	80	13	0	9
Richmond, VA	58	73	54	3	1	0
Rochester, NY	43	46	37	2	1	3
Rockford, IL	61	61	53	1	5	2
Salem, OR	38	45	35	3	0	0
San Diego, CA	108	109	96	10	0	2
San Francisco, CA	261	309	216	31	3	11
San Joaquin Valley, CA	32	34	29	3	0	0
Santa Barbara, CA	40	45	33	4	0	3
Sante Fe, NM	97	108	87	4	6	0
Seattle, WA	107	135	90	13	0	4
Southern Florida	57	71	47	6	2	2
Southern PA	25	26	23	0	1	1
Southwest TX (San Antonio)	43	49	38	4	0	1
Spokane, WA	64	55	57	6	0	1
Springfield, OH	37	35	31	3	2	1
St. Louis, MO	154	156	131	12	4	7
Stanford, CA	120	143	108	9	1	2
Staten Island, NY	42	41	40	1	0	1
Tallahassee, FL	38	31	21	12	0	5
Tampa Bay, FL	72	68	50	20	2	0
Toledo, OH	47	48	46	1	0	0
Toronto ON	80	78	59	15	2	4
Tuscon, AZ	61	69	43	17	0	1
Valparaiso, IN	27	30	24	3	0	0
Vancouver BC	81	81	67	14	0	0
Walla Walla, WA	31	30	25	4	2	0
Washington DC	293	331	252	15	11	15
Westchester, NY	51	67	48	0	3	0
Western Carolina	24	27	22	2	0	0
Western IL	39	22	23	15	0	1
Western MA	60	67	52	4	0	4
Western MI*	13	9	12	1	0	0
Western NY	39	44	20	18	0	1
Williamsburg, VA	36	45	29	4	2	1
Winnipeg MB	33	36	27	6	0	0
Worcester, MA	35	38	26	5	2	2
Athens, Greece	41	42	31	4	2	4
Members At Large	412	477	312	38	4	58
<b>Total</b>	<b>7800</b>	<b>8452</b>	<b>6267</b>	<b>157</b>	<b>1027</b>	<b>349</b>

\* Denotes a society in formation

# 2004/2005 Directory

## July 1, 2004–June 30, 2005

The AIA Directory is the record of committee members and staff for the period of time covered by this Bulletin, July 1, 2004 through June 30, 2005. All terms of office expire on January 4 of the year noted; the President and Vice Presidents are elected for two-year terms, the Treasurer and Trustees for three-year terms, and AIA-Canada Governing Board Members serve for one year. Committees have been divided into Committees of the Council and Committees of the Governing Board. The terms of committee members for those committees with term limits expire on March 31 of the year noted, with the exception of the Executive Committee and Nominating Committee terms, which end on January 4 of the year noted. The staffs of Institute Headquarters, the *American Journal of Archaeology*, and *Archaeology* magazine as listed are current as of June 30, 2005.

### **INSTITUTE HEADQUARTERS**

Located at Boston University  
656 Beacon Street Boston, MA 02215-2006  
Telephone: 617-353-9361; Fax: 617-353-6550  
Email: aia@aia.bu.edu; www.archaeological.org

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Located at Boston University  
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Fax: 617-353-6550  
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 Jenifer Neils (2002–2005) Term 2  
 C. Brian Rose (*ex officio*)  
 Lucille A. Roussin (*ex officio*)  
 Kathleen Donahue Sherwood (*ex officio*)  
 Elizabeth Simpson (2003–2006) Term 2  
 Barbara Tsakirgis (*ex officio*)  
 Jane C. Waldbaum (*ex officio*)  
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 Robyn Woodward (*ex officio*)  
 James Wright (2005–2008) Term 1  
 Paul Zimansky (*ex officio*)

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 Tom Carpenter (2004–2007) Term 1  
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 Michael Galaty (2005–2008) Term 1  
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 Paul Zimansky (2005–2008) Term 1

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 John Cherry (2005–2007) Term 1  
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 Kevin Mullen (staff liaison)  
 Jenifer Neils (2005–2007) Term 1  
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 Alexandra Cleworth (*ex officio*)  
 Elise Friedland (2005–2008) Term 1  
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 Lillian Joyce (2003–2006) Term 1  
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 Helen Nagy (2003–2006) Term 1  
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 Ted Zarrow (2003–2006) Term 1

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 Tracey Cullen (2004–2007) Term 1  
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 J. Michael Padgett (2005–2008) Term 3  
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## INTEREST GROUPS

### Computer Interest Group

Chair, John Wallrodt (2004–2007) Term 1

### Eastern Europe/Eurasia Interest Group

Chair, Karen S. Rubinson (2002–2005) Term 1

### European Interest Group

Chair, Stephen L. Dyson (2002–2005) Term 2

### Medieval and Post-Medieval Archaeology in Greece\*

Chair, Kostis Kourelis (2005–2008)

### Museum and Exhibitions Interest Group

Chair, Jenifer Neils (2003–2006) Term 3

### Near Eastern Archaeology Interest Group

Chair, Douglas R. Edwards (2003–2006) Term 1

### Numismatics Interest Group\*

Chair, William Metalf (2005–2008)

### New World Archaeology Interest Group

Chair, Francis P. McManamon (2003–2006)  
Term 1

### Student Affairs Interest Group

Chair, Elizabeth de Grummond (2003–2006)  
Term 1

### Underwater Archaeology Subcommittee/ Interest Group

This Interest Group is also a subcommittee of the Lecture Program Committee. For the current Chair and a roster of members, please refer to the Committee section of this Directory.

### Women in Archaeology Interest Group

Chair, Lynn Snyder (2002–2005) Term 1

*\* Interest Groups chartered in February 2005*

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### American Council of Learned Societies (ACLS) Delegate,

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### American School of Classical Studies in Athens Delegate

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### American Research Center in Egypt (ARCE)

#### Delegate

Lanny Bell

### American Research Institute in Turkey (ARIT)

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### American Schools of Oriental Research (ASOR)

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### Register of Professional Archaeologists (RPA)

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### T.S. Jerome Lecture Committee Delegate

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### United States National Committee of the International Council on Monuments and Sites (US/ICOMOS)

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TREASURER  
Prof. Deborah Merrett

# Grievance Procedure of the Archaeological Institute of America

## Preamble

The AIA believes it to be in the best interest of all archaeologists to ensure that the highest standards of professional and ethical conduct are followed in all archaeological research. Therefore, it is incumbent upon the AIA as an institution to lend its weight to that effort, while recognizing that the AIA's jurisdiction is limited to its membership. In pursuing the procedures outlined in this section, the AIA will make all efforts to resolve each grievance as quickly as possible with the utmost concern for the goal of reconciliation and to respect the legitimate professional and privacy concerns of the individuals involved. We encourage complainants, in appropriate situations, to address their concerns first to the grievance office of any appropriate academic or research institution(s). These grievance procedures concern violations of the Code of Professional Standards by AIA members; they do not apply to the conduct of AIA employees in carrying out duties arising from their employment.

## I. INFORMAL RESOLUTION

- 1.1. An Ombudsperson will be appointed by the Vice President for Professional Responsibilities from among the members of the Professional Responsibilities Committee of the AIA in consultation with the Executive Committee of the AIA. The Ombudsperson will serve for a term of three years.
- 1.2. In the event of the inappropriateness of the Ombudsperson to act for any reason with respect to a specific case, the Vice President for Professional Responsibilities will appoint another individual to serve as temporary Ombudsperson in that case.
- 1.3. The role of the Ombudsperson is to assist in the amicable resolution of complaints by helping AIA members find the appropriate information, person, office or committee; to mediate among disagreeing parties and to facilitate communication; to educate members of the AIA concerning the Code of Professional Standards; and to seek by every means possible a conciliatory and collegial resolution of disputes among AIA members.
- 1.4. The Ombudsperson will accept any allegation of violation of the Code of Professional Standards which is submitted in writing and signed. The Ombudsperson will make an initial determination as to whether the complaint is appropriate for resolution through the AIA grievance procedure and whether the complaint has any merit. If the complaint is not deemed appropriate or has no merit, the Ombudsperson will dismiss the complaint. The Ombudsperson may also refer the complaint to an academic or research institution which employs or is associated with the individual against whom the complaint was brought.
- 1.5. The Ombudsperson will then attempt to handle an appropriate, apparently meritorious complaint through any available means of informal resolution. The Ombudsperson will have responsibility for carrying out the policy of the AIA to resolve as many complaints as possible at this stage through such informal means as discussion, education, and individual meetings among the individuals involved.
- 1.6. If the Ombudsperson does not dismiss the complaint and if an informal resolution is not possible, then the Ombudsperson will refer the matter to the Vice President for Professional Responsibilities who will convene a grievance panel consisting of three members to consider the complaint.
- 1.7. The Ombudsperson will only accept complaints made within three years of the termination of any alleged misconduct. The complaint must refer to misconduct which occurred while the individual concerned was a member of the AIA and after the effective date of the

Code of Professional Standards. The Ombudsperson will not accept any complaint brought against an institution, university, college, or foreign school.

## II. GRIEVANCE PANEL

- 2.1. The Vice President for Professional Responsibilities will maintain a roster of individuals who are members in good standing of the AIA and who have indicated their willingness to serve on a grievance panel. The roster will represent a diversity of disciplines and geographic areas.
- 2.2. When a case has been referred to a grievance panel for consideration, the Vice President for Professional Responsibilities will select three individuals from the roster to serve on the panel. In making these selections, the Vice President for Professional Responsibilities will appoint members who, in her or his opinion, have the necessary expertise to evaluate the complaint properly. The Vice President for Professional Responsibilities will also attempt to avoid any conflict of interest or appearance thereof. The three members of the grievance panel will choose one of their number to act as Chair of the grievance panel.
- 2.3. The grievance panel will conduct an investigation, prepare a report, and recommend one of several possible courses of action: dismissal of the complaint; a remedy which is agreed upon by the panel and the individual who allegedly violated the Code; or, only if all attempts at amicable conciliation fail, referral to an arbitration panel.
- 2.4. The Chair will establish a calendar for the investigation process and inform all interested parties. The investigation will be conducted expeditiously and, to the extent possible, in confidence. The Chair of the grievance panel will have authority to establish the procedures by which the panel will conduct its business.
- 2.5. Once the complaint has been referred to a grievance panel, the individual who allegedly violated the Code is entitled to be represented by any individual of her or his choice and is entitled to have access to all relevant materials and documents.

## III. ARBITRATION PANEL

- 3.1. The arbitration panel will consist of three members: one arbitrator appointed by the Vice President for Professional Responsibilities, one arbitrator chosen by the individual archaeologist against whom the complaint was made, and a third arbitrator to be selected by the first two arbitrators. If the two arbitrators are unable to agree in their selection of a third arbitrator within 60 days, then the Vice President for Professional Responsibilities will select the third arbitrator.
- 3.2. The Chair of the grievance panel or an individual appointed by the Chair will act as AIA Presenter. Both the AIA Presenter and the individual archaeologist who allegedly violated the Code may present evidence, including witnesses, may cross-examine the other party's witnesses, and may be represented by legal counsel. The AIA will bear any costs incurred by the AIA Presenter, and the individual archaeologist who allegedly violated the Code will bear her/his own costs.
- 3.3. The panel of three arbitrators will decide the issue and their decision, by majority vote, will be final and binding. The arbitration panel will have authority to propose a solution ranging from dismissal of the complaint to termination of membership in the AIA and relevant privileges of membership.
- 3.4. If the individual archaeologist against whom the complaint was brought fails to respond to the initial inquiries of the Ombudsperson or fails to abide by the decision of the arbitration panel, this will be grounds for termination of AIA membership.

#### IV. FORMAL RESOLUTION

Every effort will be made to resolve the grievance at either the first or second phase and with respect for confidentiality. At every phase, all possible steps will be taken to avoid conflicts of interest or the appearance of conflicts of interest and to protect the legitimate concerns and rights of all individuals involved in the matter.

- 4.1. If at any time, the individual who allegedly violated the Code chooses to resign from the AIA, then all grievance proceedings will be terminated.
- 4.2. An individual who resigns from the AIA while a complaint is pending against her or him may not apply for membership in the AIA for at least three years from the time of the resignation. Any membership application of an individual who resigned while a complaint was pending against him or her must be submitted to the Vice President for Professional Responsibilities for review and recommendation as to whether and on what terms the application may be accepted.
- 4.3. The Ombudsperson will report each year to the Governing Board on the number of complaints filed, brought to completion, and dismissed. This report may be printed in the AIA Newsletter at the discretion of the Executive Committee.





**ARCHAEOLOGICAL INSTITUTE OF AMERICA**

**FINANCIAL STATEMENTS  
AND  
ADDITIONAL INFORMATION**

**JUNE 30, 2005**

**ARCHAEOLOGICAL INSTITUTE OF AMERICA**

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## INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees of  
The Archaeological Institute of America

We have audited the accompanying statement of financial position of The Archaeological Institute of America as of June 30, 2005, and the related statements of activities and cash flows for the year then ended. The financial statement is the responsibility of the Organization's management. Our responsibility is to express an opinion on the financial statement based on our audit.

We conducted our audit in accordance with U.S. generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financials statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statement referred to above presents fairly, in all material respects, the financial position of The Archaeological Institute of America as of June 30, 2005, and the changes in its net assets and its cash flows for the year then ended in conformity with U.S. generally accepted accounting principles.

New York, New York  
August 12, 2005

**ARCHAEOLOGICAL INSTITUTE OF AMERICA**

**STATEMENT OF FINANCIAL POSITION**

**JUNE 30, 2005**

**Assets**

Cash (Notes 1b and 9)		\$ 385,471
Unconditional promises to give (Notes 1c and 3)		
Unrestricted	\$ 3,590	
Temporarily restricted	210,653	
Permanently restricted	<u>13,566</u>	227,809
Accounts receivable, net of allowance of \$19,185		511,516
Prepaid expenses and other assets (Note 1f)		1,133,584
Investments (Notes 1d and 4)		7,867,971
Property and equipment, net (Notes 1e and 5)		<u>133,492</u>
<b>Total Assets</b>		<b><u><u>\$10,259,843</u></u></b>

**Liabilities and Net Assets**

Liabilities		
Accounts payable		\$ 486,780
Accrued expenses		185,135
Deferred revenue (Note 1g)		<u>2,416,019</u>
Total Liabilities		<u>3,087,934</u>
Commitments (Notes 7 and 8)		
Net Assets		
Unrestricted		
Accumulated operating deficit		(943,203)
Funds functioning as endowments (Note 2a)		<u>1,745,864</u>
Total Unrestricted Net Assets		802,661
Temporarily restricted (Note 2b)		3,294,877
Permanently restricted (Note 2c)		<u>3,074,371</u>
Total Net Assets		<u>7,171,909</u>
<b>Total Liabilities and Net Assets</b>		<b><u><u>\$10,259,843</u></u></b>

See notes to financial statements.

**ARCHAEOLOGICAL INSTITUTE OF AMERICA**  
**STATEMENT OF ACTIVITIES**  
**YEAR ENDED JUNE 30, 2005**

	Unrestricted				
	General Operating	Funds Functioning as Endowments	Temporarily Restricted	Permanently Restricted	Total
Revenues, Gains and Other Support					
Subscriptions, net of cancellations	\$3,269,674	-	\$ -	-	\$3,269,674
Newsstand revenue	228,503	-	-	-	228,503
Inflight and waiting room bulk sales	169,015	-	-	-	169,015
Advertising revenue	3,667,192	-	-	-	3,667,192
Net investment income (Note 4)	704,240	-	-	-	704,240
Public Support	27,268	117,785	409,050	11,707	565,810
Contributions and grants	305,405	-	395,100	60,143	760,648
Donated services	162,218	-	-	-	162,218
Membership revenue	346,104	-	-	-	346,104
Other revenue	544,491	-	-	-	544,491
Net assets released from restriction	225,778	-	(225,778)	-	-
Contributions and grants	-	226,265	(226,265)	-	-
Investment income	235,738	(235,738)	-	-	-
Appropriation of investment earnings to operations	-	-	-	-	-
Total Revenues, Gains and Other Support	6,218,434	108,312	352,107	71,850	6,750,703
Expenses					
Program Services	5,474,744	-	-	-	5,474,744
Supporting Services					
General and administrative	447,289	-	-	-	447,289
Fundraising and membership development	373,537	-	-	-	373,537
Total Supporting Services	820,826	-	-	-	820,826
Total Expenses	6,295,570	-	-	-	6,295,570
Increase (Decrease) in Net Assets	(77,136)	108,312	352,107	71,850	455,133
Net assets, beginning of year, as previously reported	(1,650,038)	1,637,552	2,942,770	3,002,521	5,932,805
Prior period adjustment (Note 11)	783,971	-	-	-	783,971
Net assets, beginning of year, as restated	(866,067)	1,637,552	2,942,770	3,002,521	6,716,776
<b>Net Assets, End of Year</b>	<b>\$ (943,203)</b>	<b>\$ 1,745,864</b>	<b>\$ 3,294,877</b>	<b>\$ 3,074,371</b>	<b>\$ 7,171,909</b>

See notes to financial statements.

ARCHAEOLOGICAL INSTITUTE OF AMERICA

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2005

**Cash Flows From Operating Activities - Sources (Uses)**

Increase in net assets	\$ 455,133
Adjustments to reconcile changes in net assets to net cash provided by operating activities	
Depreciation and amortization	57,811
Change in allowance for uncollectible accounts	(34,815)
Change in allowance for uncollectible contributions	(5,000)
Realized gain on sale of investments	(184,128)
Unrealized gain on investments	(248,332)
(Increase) decrease in:	
Unconditional promises to give	(145,363)
Accounts receivable	229,667
Prepaid expenses and other assets	339,522
Increase (decrease) in:	
Accounts payable	(193,594)
Accrued expenses	49,320
Deferred revenue	(277,686)
Net Cash Provided By Operating Activities	<u>42,535</u>

**Cash Flows From Investing Activities - Sources (Uses)**

Purchase of furniture and equipment	(88,171)
Purchase of investments	(1,221,290)
Proceeds from sale of investments	<u>1,407,970</u>
Net Cash Provided By Investing Activities	<u>98,509</u>

Net increase in cash	141,044
Cash, beginning of year	<u>244,427</u>

**Cash, End of Year** \$ 385,471

See notes to financial statements.



# ARCHAEOLOGICAL INSTITUTE OF AMERICA

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2005

### Note 1 - Organization and Summary of Significant Accounting Policies

#### a - Organization

The Archaeological Institute of America (the "Institute") is a not-for-profit organization founded in 1879 and chartered by an Act of Congress in 1906. The Institute is dedicated to the greater understanding of archaeology, to the protection and preservation of the world's archaeological resources and the information they contain, and to the encouragement and support of archaeological research and publication. Program services include the following publications and activities of the Institute:

#### Archaeology Magazine

*Archaeology* is a bi-monthly illustrated magazine recognized worldwide as the premier publication on archeology for the general public. With a circulation principally in the United States, *Archaeology* provides accounts of the latest discoveries in archaeology worldwide to over 600,000 readers.

#### American Journal of Archaeology

The *American Journal of Archaeology* ("Journal") is a scholarly quarterly publication containing articles on research in archaeology by some of the world's most distinguished archaeologists. The Journal has a circulation of about 2,700 institutions and individuals across the globe.

#### Membership Services

The Institute has approximately 8,150 members, principally in the United States. The Institute provides lectures, publishes newsletters and bulletins, holds an annual meeting and grants fellowships in order to promote archaeological studies.

#### Education and Auxiliary Programs

The Institute promotes education in the field of archaeology by conducting teacher workshops and providing educational material to elementary schools, secondary schools and other institutions. The Institute also sponsors a tour program, runs a fair with hands-on activities for children in order to encourage interest in the field among young people, and has an outreach program which is designed to help other countries manage and protect their archaeological sites.

#### b - Cash and Cash Equivalents

For purposes of the statement of cash flows, the Institute considers all unrestricted highly liquid investments with an initial maturity of three months or less, to be cash equivalents, except for those short-term investments managed by the Institute's investment managers as part of their long-term investment strategies.

# ARCHAEOLOGICAL INSTITUTE OF AMERICA

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2005

### Note 1 - Organization and Summary of Significant Accounting Policies (continued)

#### c - Contributions and Unconditional Promises to Give

Contributions are recognized when the donor makes a promise to give to the Institute that is, in substance, unconditional. Contributions are recognized as restricted support if they are received with donor stipulations that limit their use; otherwise, they are presented as unrestricted support. When a restriction expires, temporarily restricted net assets are reclassified to unrestricted net assets.

The Institute uses the allowance method to determine uncollectible promises to give. The allowance is based on prior years' experience and management's analysis of specific promises made.

#### d - Investments

The Institute reflects investments at fair value in the statement of financial position. Interest, dividends and gains and losses on investments are reflected in the statement of activities as increases and decreases in unrestricted net assets unless their use is temporarily or permanently restricted by explicit donor stipulations or by law. Gains and other investment income that are limited to specific uses by donor-imposed restrictions are reported as temporarily restricted. When a restriction is met, temporarily restricted net assets are reclassified to unrestricted net assets.

#### e - Property and Equipment

Property and equipment are reported at cost or, if donated, at the fair market value at date of receipt. Depreciation is computed using the straight-line method over the estimated useful life of the asset.

#### f - Direct Mail Costs

Direct response marketing costs incurred in connection with the Institute's direct mail magazine subscription advertising are capitalized and amortized over a three year period on the basis of separate cost pools. Amortization is computed using the income forecast method. Unamortized direct mail costs reported as prepaid expenses assets at June 30, 2005 were \$1,044,011. Direct mail expenses totaled \$900,760 for the year ended June 30, 2005.

#### g - Publication Revenue and Expenses

Subscription and advertising revenue are recognized, and the related production costs are expensed, when the publications are released. Subscription revenue and advertising revenue, received in advance of the publication's release, are recorded as deferred revenue. Production, editorial and circulation costs are recorded as prepaid when incurred for publications that have not been released. When the publications are released, these costs are charged to expense.

ARCHAEOLOGICAL INSTITUTE OF AMERICA

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2005

**Note 1 - Organization and Summary of Significant Accounting Policies (continued)**

h - Financial Statement Presentation

The Institute reports information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets and permanently restricted net assets.

i - Estimates

The Institute uses estimates and assumptions in preparing financial statements. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosures of contingent assets and liabilities and the reported revenues and expenses.

j - Tax Status

The Institute is a not-for-profit organization exempt from federal income taxes under Section 501(c)(3) of the Internal Revenue Code, and has been designated as a publicly supported organization which is not a private foundation.

**Note 2 - Restrictions on Assets**

a - Funds Functioning as Endowments

The Board of Trustees maintains reserve funds related to the purposes of its restricted endowments. Appropriations are made from these reserves for use in the Institute's annual operations. During the year ended June 30, 2005, a total of \$235,738 was appropriated for use in general operations.

b - Temporarily Restricted Net Assets

Temporarily restricted net assets consist of amounts restricted for future programs and operations of the Institute and are summarized as follows:

Accumulated restricted endowment income	\$2,911,673
Grants and contributions	<u>383,204</u>
	<u>\$3,294,877</u>

c - Permanently Restricted Net Assets

Permanently restricted net assets consist of endowment contributions received from donors stipulating that the principal be retained in perpetuity, and specifying that investment earnings be used for specific programs and the operations of the Institute.

**ARCHAEOLOGICAL INSTITUTE OF AMERICA**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2005**

**Note 3 - Unconditional Promises to Give**

Unconditional promises to give are due as follows:

Less than one year	\$ 17,156
One to five years	<u>220,000</u>
	237,156
Less: Discount to present value	<u>(9,347)</u>
	<u>\$227,809</u>

Uncollectible promises are expected to be insignificant. Unconditional promises to give are discounted to net present value using a discount rate of 5%.

**Note 4 - Investments**

Investments in marketable equity securities, mutual funds and debt securities are stated at fair value based on quoted market process. The cost of securities sold is determined by the first-in, first-out method.

Investments at June 30, 2005 consist of the following:

	<u>Cost Basis</u>	<u>Fair Value</u>
Marketable Securities:		
Money market funds and cash held for investments	\$ 249,487	\$ 249,487
Mutual funds - equities	2,485,311	3,193,141
Fixed income securities	2,119,899	2,118,234
Common stocks	<u>1,386,292</u>	<u>2,307,109</u>
	<u>\$6,240,989</u>	<u>\$7,867,971</u>

Investment income for the year ended June 30, 2005 is summarized as follows:

Interest and dividends	\$180,488
Realized gain on sale of investments	184,128
Unrealized gain on investments	<u>248,332</u>
	612,948
Investment management fees	<u>(47,138)</u>
Net Investment Income	<u>\$565,810</u>

ARCHAEOLOGICAL INSTITUTE OF AMERICA

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2005

**Note 4 - Investments (continued)**

Investment income has been allocated as follows:

Permanently Restricted	\$ 11,707
Temporarily Restricted	409,050
Funds Functioning as Endowments	117,785
General Operating	<u>27,268</u>
	<u>\$565,810</u>

During the year ended June 30, 2005, accumulated restricted investment income totaling \$226,265 was released from restriction and transferred to unrestricted funds functioning as endowments. A total of \$235,738 (including \$226,265 released from restriction) was appropriated from funds functioning as endowments for use in general operations for the year ended June 30, 2005.

**Note 5 - Property and Equipment**

Property and equipment at June 30, 2005 consisted of the following:

	<u>Life</u>	<u>Amount</u>
Boston office - Property and equipment	3-7 years	\$193,649
New York office - Property and equipment	3-7 years	<u>120,062</u>
		313,711
Less: Accumulated depreciation		<u>(180,219)</u>
		<u>\$133,492</u>

Depreciation expense for year ended June 30, 2005 was \$57,811.

**Note 6 - Donated Services**

The Institute received donated services in connection with its program and supporting services. The value of these services totaling \$162,218 for the year ended June 30, 2005 is included in contribution revenue in the accompanying financial statements, comprised of legal services of \$47,822, and donated rent of \$114,396.

**ARCHAEOLOGICAL INSTITUTE OF AMERICA**

**NOTES TO FINANCIAL STATEMENTS**

**JUNE 30, 2005**

**Note 7 - Pension Plan**

The Institute has a defined contribution pension plan funded by contributions to annuity accounts covering all eligible employees. Pension expense amounted to \$70,048 for the year ended June 30, 2005, which represents 5% of each eligible employee's salary.

**Note 8 - Commitments**

The Institute has entered into a lease for office space, which provides for minimum monthly rental payments of \$9,876 through May 2006.

Rent expense under this lease for the year ended June 30, 2005 totaled \$112,032.

In addition, the Institute received donated office space from Boston University under a lease expiring May 31, 2012, valued at \$114,396 for the year ended June 30, 2005 (Note 6).

**Note 9 - Concentration of Credit Risk**

The Institute maintains bank accounts at two financial institutions which are insured by the Federal Deposit Insurance Corporation ("FDIC") up to \$100,000 at each institution. Balances commonly exceed insured amounts.

**Note 10 - Functional Allocation of Expenses**

The cost of providing the program and the supporting services has been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the programs and the supporting services benefited.

ARCHAEOLOGICAL INSTITUTE OF AMERICA

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2005

**Note 11 - Prior Period Adjustment**

Unrestricted net assets as of June 30, 2004 have been restated for the following:

Change in accounting method to more accurately reflect the nature of operations:

Revision of amortization period of direct response marketing costs resulting in an increase to prepaid expenses at June 30, 2004	\$687,288
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Adjustments to reflect an accurate application of generally accepted accounting principles:

2004 membership dues income previously deferred at June 30, 2004	297,911
2004 publication expenses reflected as prepaid at June 30, 2004	(69,191)
2004 accrued vacation liability not recorded at June 30, 2004	(67,601)
Various 2004 expenses reflected as prepaid at June 30, 2004	<u>(64,436)</u>

Net Increase in Net Assets at June 30, 2004	<u>\$783,971</u>
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**ADDITIONAL INFORMATION  
INDEPENDENT AUDITOR'S REPORT ON  
ADDITIONAL INFORMATION**

To the Board of Trustees of  
The Archaeological Institute of America

Our report on our audit of the basic financial statements of Archaeological Institute of America for 2005 appears on page 1. We conducted our audit in accordance with U.S. generally accepted auditing standards for the purpose of forming an opinion on the basic financial statements taken as a whole. The Schedule of General Operating Revenue and Expenses for the year ended June 30, 2005 is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

New York, New York  
August 12, 2005

**ARCHAEOLOGICAL INSTITUTE OF AMERICA**  
**SCHEDULE OF GENERAL OPERATING REVENUE AND EXPENSES**  
**YEAR ENDED JUNE 30, 2005**

	Program Services			Supporting Services Fundraising			Total
	American Journal of Archaeology	Membership Programs	Education and Auxiliary Programs	General and Administrative	Membership Development	Total	
Revenues, Gains and Other Support							
Subscriptions, net of cancellations	\$ 2,939,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,269,673
Newsstand revenue	221,416	-	-	-	-	-	228,503
Inflight and waiting room bulk sales	169,015	-	-	-	-	-	169,015
Total Subscription and Sales	3,329,936	-	-	-	-	-	3,667,191
Advertising revenue	687,983	8,500	704,241	-	-	-	704,241
Net investment income	-	-	-	27,268	-	-	27,268
Endowment draw	-	148,101	5,018	-	3,025	-	3,025
Other revenue	-	-	-	-	-	-	-
List rental	172,867	2,550	-	-	10,697	-	187,318
Annual Meeting registration	-	136,102	136,102	-	-	-	136,102
Tours	-	-	119,463	-	-	-	119,463
Other income	64,071	1,697	15,136	3,689	1,698	5,387	101,608
	4,254,857	296,950	139,617	30,957	15,420	46,377	5,178,929
Public Support							
Contributions and grants, including net assets released from restriction	50,000	138,257	3,591	150	311,246	311,396	531,183
Donated services	-	24,168	17,723	80,048	24,167	104,215	162,218
Membership revenue	-	-	-	-	346,104	346,104	346,104
	50,000	162,425	21,314	80,198	681,517	761,715	1,039,505
Total Revenues, Gains and Other Support	4,304,857	459,375	160,931	111,155	696,937	808,092	6,218,434
Expenses							
Salaries and commissions	1,046,017	157,075	68,582	208,601	159,119	367,720	1,756,745
Payroll taxes and employee benefits	235,503	35,722	14,899	44,034	37,428	81,462	387,100
Editorial and content	139,578	2,452	-	-	-	-	144,248
Paper and printing	560,991	11,246	4,617	1,846	27,085	28,931	655,481
Distribution and postage	400,765	3,956	271	-	19,689	19,689	440,734
Inflight distribution	200,584	-	-	-	-	-	200,584
Direct mail	900,760	-	-	-	-	-	900,760
Fulfillment	189,442	-	-	-	24,219	24,219	213,661
Renewal and collections	222,751	1,940	-	-	-	-	222,986
Other direct program expenses	80,893	4,745	7,678	-	19,280	19,280	114,536
Honoraria and stipends	-	4,750	-	-	-	-	198,305
Fellowships	-	49,883	-	-	-	-	49,883
Insurance	16,318	2,298	2,528	4,596	3,448	8,044	32,636
Donated legal and occupancy	-	16,112	17,723	80,046	24,168	104,214	162,217
Rent expense	112,032	-	-	-	-	-	112,032
Travel, meals and lodging	46,596	66,974	1,498	26,092	1,096	27,188	143,786
Marketing	115,533	-	-	-	-	-	115,533
Website	33,109	5,227	4,224	3,956	7,326	11,282	57,517
Equipment rental	-	1,658	2,052	3,316	5,803	8,031	49,031
Other expenses	97,019	55,537	5,848	66,322	41,827	108,149	279,976
Depreciation	27,711	6,360	4,664	8,480	6,365	14,845	57,819
Total Expenses	4,425,602	657,061	134,584	447,289	373,537	820,826	6,295,570
Increase (Decrease) in Net Assets from Operating Activities before Changes Related to Realized and Unrealized Gain on Investment	\$ (120,745)	\$ (197,686)	\$ 26,347	\$ (336,134)	\$ 323,400	\$ (12,734)	\$ (77,136)

See notes to financial statements.



