



## QUARTERLY BOARD MEETING MINUTES Denver, Colorado April 23, 2016

The Quarterly Board meeting of the Colorado Archaeological Society was called to order by President Karen Kinnear on April 23, 2016, at 12:45 p.m. at the History Colorado Center in Denver, CO. Roll call was taken, with a quorum present. Chapters represented were: Chipeta, Colorado Rock Art, Denver, Grand Junction, Hisatsinom, Indian Peaks, Northern Colorado, Pikes Peak, Pueblo, and San Juan Basin. Three Board members used the conference call in option: Doug Van Etten, Larry Keller, and Janice Sheftel.

### **MINUTES (KRIS HOLIEN):**

Minutes of the January 23, 2016 CAS Quarterly Board Meeting were approved unanimously as written following a motion to approve by Tish Varney and second by Teresa Weedin.

**EXECUTIVE SECRETARY (TOM HOFF):** No official business to report for this quarter.

**TREASURER (PRESTON NIESEN, written report):** Preston Niesen submitted the Balance Sheet, Statement of Revenues, Expenditures and Change in Fund Balance for the first quarter, 2016. Current assets are \$40,861 and liabilities are \$2,500. The society has \$10,148 in our operating account, \$2,133 in our savings account, \$2,519 in the Alice Hamilton Raffle account and 4 Certificates of Deposit with a total value of \$23,561 for a total in Checking and Savings of \$38,361. CD # 0946 will mature on 4/26/16. We can allow this CD to rollover, as there are sufficient funds in the checking account to cover anticipated expenses during the next quarter. As a reminder to each of the chapters, a copy of your year-end financial statement needs to be submitted to me as soon as possible. Each chapter is expected to file their own 990-N form with the IRS in order to maintain their tax exempt status. The IRS changed their form and system this year so old passwords and names will not be valid. I have sent instruction to each chapter on how to file their form 990-N, if you have questions, please contact me. I need a copy of your IRS 990-N (e-postcard) filing.

### **OLD BUSINESS:**

**2016 Quarterly & Annual Board Meetings.** The meeting schedule for the remainder of the year is July 23 in Pueblo and October 7-10 in Grand Junction. Doug Van Etten reported on plans for the Annual Meeting/Conference to be held at Colorado Mesa University. Activities will begin Friday evening with a dinner and Quarterly Board meeting, followed by a possible movie showing of "Waking the Mammoth" by Larry Ruiz. Saturday will be the conference with lunch included, Annual Board meeting, and evening banquet with Dr. Steve Lekson of the University of Colorado-Boulder as keynote speaker. A variety of day and overnight field trips will be offered on Sunday and Monday as well as possibly site stewardship training and other activities. A Survey Monkey questionnaire will be prepared to gather feedback regarding choices for field trips and activities. Craig can send out the email notice to all members with the newsletter notice. Bob Rushforth reported the speaker card is full with 14 presenters.

**Proposed Internet Information Policy and Procedures:** There was a motion by Dick Sundstrom, second by Linda Sand, to retrieve the tabled motion from the January 2016 quarterly meeting. This motion was unanimously passed. Linda Sand then made a motion, second by Teresa Weedin, to approve the Internet Policy and Procedures. Motion was unanimously defeated for the following reason. Karen Kinnear explained she is working with Dr. Holly Norton to create a broader and more comprehensive social media policy. They are hoping to put together a panel consisting of representatives from CCPA, CRM firms, universities, the BLM, Forest Service, State and National Parks and Native American Tribes to provide input on how CAS can effectively protect archaeological sites while still fulfilling our mission to educate the public through presentations and field trips.

Cynthia Nieb, Deputy Director and Director of Public Outreach, History Colorado State Historical Fund, gave a presentation about a couple new changes to the statewide competitive grants program. There is a new online application and the addition of a new Archaeology "Project Type" category. She encouraged grant applicants to contact her outreach office staff for assistance with the application process. Under the non-competitive grants program, Archaeological Assessments are reviewed by Dr. Holly Norton or OAHF staff archaeologists.

**COMMITTEE/SPECIAL REPORTS:**

**ALICE HAMILTON SCHOLARSHIP (PHIL WILLIAMS/TERRI HOFF):**

The 2016 Colorado Archaeological Society Alice Hamilton Scholarship Award Committee awarded \$3,600 this spring to a field of six Scholars consisting of five Masters Candidates and one PhD Candidate. The Scholars were from two institutions in Colorado. The Scholarship fund monies are generated by donation and through fund-raising activities at the State and local Chapter levels. \$750 is the maximum award allowed to any one student. Since Scholarship inception in 1987, CAS has awarded \$89,225 to 246 Scholars. The 2016 Alice Hamilton Scholars are:

**Lindsay Johansson, Doctoral Candidate, University of Colorado, Boulder \$750**

For dissertation fieldwork: Partial funding for expenses during excavation of a Fremont multi-room adobe structure at the Wolf Village site on private land in central Utah.

**Amir Abbas, Masters Candidate, University of Colorado, Boulder \$500**

For thesis fieldwork: Partial funding for the comparative analysis of ritual material from Pueblo Bonito and Aztec Ruins (American Museum of Natural History, New York City), Salmon Ruins (Salmon Ruins Research Library, Bloomfield, NM) and Chetro Ketl (Hibben Center, Albuquerque).

**Tessa Branyan, Masters Candidate, University of Colorado, Boulder \$750**

For thesis fieldwork expenses: Partial funding to perform a LIDAR-assisted study of the architecture of the Chimney Rock Great House and to perform an aerial photography search for pathways ("roads") connecting the Great House and the eight small communities clustered to the south of the mesa.

**Matthew Muttart, Masters Candidate, Colorado State University, Ft. Collins \$700**

For thesis fieldwork expenses: Partial funding for study of tooth-marks on fleshed bones fed to sixteen carnivore species. The feedings will take place at the Denver Zoo and the Wolf Sanctuary in Rist Canyon, CO.

**Heather Seltzer, Masters Candidate, University of Colorado, Boulder \$500**

For thesis labwork: Partial funding for study of Puebloan iconography and its changes from pre- to post- Pueblo Revolt in 1680. The study will utilize existing collections at the Museum of Indian Arts and Culture and The Museum of International Folk Art, both in Santa Fe, New Mexico.

**Andrew Viloudaki, Masters Candidate, Colorado State University, Ft. Collins \$400**

For thesis fieldwork: Partial funding for fieldwork at the Vanoli Block red-light district in Ouray, Colorado. The goal is to study the site formation and preservation/destruction processes especially as influenced by documentary evidence, including construction permits, business licenses and city ordinances.

Dick Sundstrom made a motion for the Board to accept the above named students and their awards; seconded by Linda Sand. The motion passed unanimously. Terri displayed this year's raffle item: a 32" tall original decorative Raku Art ceramic pot made especially for CAS. Colorado Springs artist, Jerry Rhodes, created "Zebra Sentinel" which features African porcupine quills. Terri distributed raffle ticket packets to chapter representatives in attendance. "Pass the hat" donations at the meeting totaled \$102 for the Alice Hamilton Scholarship Fund.

**SCIENCE/ADVISORY (DOUG ROUSE, written report): Not available at time of Minutes distribution**

**Second Quarter Report:**

CHAPTER	Scientific Survey/Excavate / Labs	Publications	Curation Issues	Site Stewards	Vandalism/Compliance	Cross-Org Interactions	Public ED Outreach	Other
Chipeta								
Colo Rock Art								
Denver								
Grand Junction								
Hisatsinom								
Indian Peaks								
Northern Colo								

Pikes Peak

Pueblo

San Juan Basin

Vermillion

**COMMUNITY OUTREACH and EDUCATION (BARBARA POTTER, written report):**

Several areas of interest were discussed during our 9am meeting: 1. Ethics program idea, 2. PAAC classes including teachers for licensure recertification, 3. Boy Scout merit badge for archaeology, 4. Ongoing speakers' list, and 5. Interface with the state office and CCPA. At this time, the committee wishes to finalize a speakers' list project and hope to have this ready for publication by the annual meeting. Two committee members have volunteered to help with this project. A hard copy of the CAS Public Education Matching Grant guidelines will be sent to all chapters this quarter.

**PAAC (KEVIN BLACK, written report):**

Since the January quarterly meeting, a total of eight classes have been completed or are in progress in Boulder, Denver, Dolores, Fort Garland, Fountain, Loveland, Montrose, and Pueblo. Happily, no courses were cancelled during the quarter. Enrollment in the 1st quarter courses has ranged from 12 for the on-going *Perishable Materials* class in Loveland, to 21 for the *Principles of Archaeological Excavation* course in Dolores; the resulting average enrollment size is 16 people.

It's also a pleasure to report that three volunteers are receiving PAAC certificates this month, all of which are their first certificates, and all for PAAC Scholar. The three new Scholars are Karen Kinnear and Anne Robinson, both with the Indian Peaks chapter, and Jerry LaVelle of the Pikes Peak chapter. I'm sometimes asked how long it takes to complete all the courses, and my answer is always: "It depends." Such is the case with these awards as our three recipients spent 3, 5.5, and 8.5 years working their way through the PAAC course offerings. Also of note, as far as I can recall, Karen Kinnear as our current CAS President is the first PAAC Board member to be able to sign her own certificate! Congratulations to Anne, Karen, and Jerry.

Planning for this year's Summer Training Survey has been a bit delayed this year by the press of other business, but progress is being made. This past week, Holly Norton met with Holly McKee, who works in the Resource Stewardship Office at Colorado Parks and Wildlife. Since last fall, we have been having intermittent conversations about doing PAAC Surveys in state parks, and this year it looks like we'll be going to Lory State Park in Larimer County. At the time of this writing, the exact dates for the survey have not been set, but will likely occur during the two week period of August 8-19. General information on the survey program is on the OAHp web site at [www.historycolorado.org/oahp/summer-training-survey](http://www.historycolorado.org/oahp/summer-training-survey); volunteers interested in surveying this year should contact us by mid-July.

Questionnaires for the next PAAC course schedule covering the 2nd half of the year will be sent to the Local PAAC Coordinators this coming week. In related news, your primary teacher in those courses will not be me. The next nine weeks will be my last in service as the Assistant State Archaeologist; I plan to retire at the end of June. But the end of me as State PAAC Coordinator does not mean the end of PAAC. The OAHp plan is to find my successor in time for me to help in the transition during the month of June. How many classes the "new sheriff in town" is able to take on this coming fall will be decided in due course.

By my count, I have attended in the neighborhood of 105 quarterly and annual CAS meetings, and have taught something like 520 PAAC courses with a couple more to go. I'm ready for a break, and the PAAC program itself is deserving of a fresh approach, lest the course contents themselves begin to resemble archaeological relics. It's been an honor to serve, and I'm sure our paths will cross in the future, if not on a regularly scheduled basis. Thanks for your support over the years, and for everything else you do! Kevin's report was followed by a loud round of applause and a standing ovation from the Board.

**PUBLICATIONS (LARRY EVANS, written report):**

The new editor of *Southwestern Lore* has brought *Southwestern Lore* back to the desired schedule of having the next issue of *Southwestern Lore* in the hands of the members prior to the quarterly meeting. The Spring 2016 issue of *Southwestern Lore* was received by me on April 19, 2016. Chris Zier informed me that the next issue was already submitted to The University of Colorado Press when I talked to him on April 20, 2016. He also informed me that he had several articles for *Southwestern Lore* on hand and nearly ready for publication. Our thanks again go to Judi Halasi for her assistance in making the transition to a new editor seamless and painless.

I was asked to look into a new printer for *Southwestern Lore*. I know of one company that can do the job. The price I got from them was significantly lower than CU. Per the billing from CU, to print the Winter issue of *Southwestern*

Lore from CU was \$3,222.34, the bid I received on the same issue was \$2,608.93. I recommend that we use Ken's Reproductions for the Fall 2016 issue to ensure they can handle the work at a price that is lower than CU. If so, I will recommend we sever our relationship with CU and request our deposit money be returned.

Since the January CAS Quarterly Board Meeting when the Policy on Internet and Social Media was tabled until the Chapter reps were able to discuss the proposed policy with their board and members, Bob Dundas, Chairman of the subcommittee proposing the policy, has engaged in a number of e-mails and discussions with the President, Karen Kinnear and other members of the board, regarding allegations of ethical violations by the Grand Junction Chapter of CAS and by CAS for not acting on the claims of violations by the Grand Junction Chapter. While there was an inappropriate image which had been altered by Photoshop (the image was removed when asked by members of the board), there were no items remaining on the pages alleged by Mr. Dundas that would violate the ethics of CAS. After a review of the actions by Mr. Dundas, the executive board of CAS informed Mr. Dundas that he was removed as Chairman of the Communications and Information Technology Subcommittee. Mr. Dundas then resigned as the Editor of the *Surveyor* (newsletter of CAS) and as an administrator of the CAS Facebook Page. I have secured the services of Carla and John Sanborn to edit the newsletter on an interim basis until a new permanent editor can be found. As a side note, Mr. Dundas delayed the release of the Winter 2016 newsletter until the end of March 2016. Also I, as chairman of the publications committee, was very concerned about the format of the newsletter as I felt it was taking articles away from *Southwestern Lore* and not getting information to the membership as was the intent of the newsletter.

A big thank-you to Terry Lee of Colorado Springs for bringing the *Southwestern Lore* index up to date.

**SOUTHWESTERN LORE (CHRIS ZIER): See Larry Evans' report above.**

**COLORADO ARCHAEOLOGY (KEVIN BLACK, written report):**

Once again, there is little news to report for the past quarter on *Colorado Archaeology (CA)*, other than incremental progress toward moving the journal to an on-line format. No new papers have been submitted, nor have we received any inquiries about future contributions. Potential authors may be waiting for a more formal announcement about our intentions, or for the appearance of digital versions of the prehistoric contexts, before committing to this publication.

**PUBLICATIONS / SURVEYOR NEWSLETTER : See Larry Evans' report above.**

**PUBLICATIONS / WEBSITE (CRAIG BANISTER, written report):**

The State CAS website has monthly updates to the Bulletin Board about archaeology events in Colorado. The CAS newsletter, *Surveyor*, is posted quarterly on the website and I send out email announcements to CAS members. The Online membership project for CAS is put on hold until a more detailed description is provided that defines the process and how it will affect each Chapter. There was additional discussion about using ecommerce software, and the following chapters volunteered to work with Craig: Denver, Indian Peaks, Colorado Rock Art, Pueblo, Grand Junction and Hisatsinom. There would still be the voluntary use of a paper membership application.

At the January 23, 2016 meeting, I requested (and was approved) to spend up to \$100 to purchase a WordPress theme (provides a framework for designing a website) to help rebuild a new CAS website. I have not purchased the WordPress theme yet and expect to start the website rebuild project this summer or fall.

**PUBLICATIONS / CAS ARCHIVES (CRAIG BANISTER, written report):**

I completed the inventory of 12 boxes of Denver Chapter records, typed up the contents, and emailed it to the Denver Public Library. They will make a determination on how much of the archive material they will accept the week of April 25, 2016. At that point, I will write up the process for CAS to use to donate archive materials to the Denver Public Library from CAS and CAS Chapters.

**STATE ARCHAEOLOGIST (HOLLY NORTON):**

Holly is working with the City of Pueblo on a Master Plan regarding the El Pueblo History Museum, including the archaeological excavation site of the original 1842 El Pueblo trading post. She has all the excavation notebooks from Dr. William Buckles who was the principal investigator of El Pueblo, and is in the process of having them inventoried and digitized, for reanalysis in an active research program for History Colorado.

**HC/CAS REP (PETER FARIS, written report):**

No activity to report from the Archaeology and Historic Preservation Committee and Programs and Exhibits Committee. I am also now on an Exhibits Task Force doing some short range planning and program evaluation. I have recently met with Bill Hammond who is doing well.

**HISTORY COLORADO PROJECTS (TERRY MURPHY, written report):**

The 2016 posters for Archaeology and Historic Preservation Month (AHPM) will feature a theme of “Our Colorado: Celebrating 50 Years of Historic Preservation”. The posters are near completion, but unfortunately not yet available for distribution at today’s meeting. So, I’ll mail them out to each chapter. CAS was again asked to serve as the banker for poster funds, and Preston stepped up to make that possible. National Park Service has already sent its contribution, and a contribution is anticipated from BLM. CDOT has handled the printing the past few years.

To date, there has been no discussion of summer activities at History Colorado that would involve CAS.

Remember that your Chapter events and meetings can be publicized through the Calendar of Events on the History Colorado website.

**AWARDS (MARK OWENS, written report):**

No Hurst nominations as of yet. I have been consulting with one party for a Hagar Award nomination that will be forthcoming. No Chapter Achievement Award nominations as of yet. I will work (finally) with new editor of the *Surveyor* to add a piece about each CAS Award (with nomination forms and submission due dates). Bob Rushforth and Karen Kinnear have inquired as to possible CAS nominations for the SAA Crabtree Award. The Crabtree Award description reads much the same as the Ivot Hagar Award... other than contributions must also be considered significant at the national level. I do not see this type of award requiring a formal process from a CAS perspective, word of mouth from the leadership involved today should suffice. Do any of the current meeting attendants know of any avocational archaeologist that might qualify for this award? Awardees do not have to be members of the SAA and the submission deadline is early January of each year. Should a person within CAS be identified, I will be happy to facilitate the drafting of a nomination for Board submittal. Janice Sheftel questioned whether a member could be given a posthumous award. Tom informed her that would be alright for the Chapter Achievement Award.

**MEMBERSHIP (BEV GOERING, written report):**

There are 835 memberships with a total of 1,163 members, an increase of 50 members during the first quarter. Unaffiliated members are 71 and unaffiliated memberships are 61. Institutional memberships are 59. Craig Banister noted how moving to online memberships would speed up the laborious manual labor process now necessary to update membership information. Four Chapters, Chipeta, Grand Junction, Pikes Peak and Pueblo, still remain not in compliance with CAS Membership Bylaws.

**LONG RANGE PLANNING (DICK SUNDSTROM, written report):**

We continue to be interested in making *Southwestern Lore* a more useful and useable publication by offering CAS members, as well as non-member subscribers, direct on-line access to a library of *Southwestern Lore* issues. Since the text of each issue of *Southwestern Lore* is presently being captured and filed under the aegis of the Publications/ Communications and Technology Committee, the development of a long range plan to provide controlled access to this information, including a search tool, seems an appropriate next step. We look forward to being part of that process.

Full chapter representation at quarterly board meetings is another concern of our committee. While teleconferencing in all its forms is widely promoted for use in business applications, challenges exist. Coordination, special equipment, and a significant time commitment (which, for our application, runs several hours) are required. President Kinnear reported that no one took advantage of this service at our last meeting, but perhaps the concept caught potential users unaware. Hopefully, there will be better results at this meeting.

Alternative approaches have been suggested in the past, such as dividing CAS geographically; holding all quarterly meetings “mid-state” to reduce overall travel time; conducting committee meetings separately (possibly using teleconferencing), before quarterly meetings and reporting the results there; offering partial reimbursement of travel expenses to chapter representatives who attend; and making attendance at quarterly board meetings more important—perhaps by scheduling them in November, February, May and August—and eliminating the meeting coincident with the annual meeting. To this point, our committee has received no response to these suggestions. One additional issue we will discuss in our committee meeting is possible uses of the considerable financial resources of the Colorado Archaeological Society presently being held in restricted accounts. Expanding the funding of Alice Hamilton Scholarships has been suggested.

Dick announced the addition of several new members who met with the Committee today including Dave Melanson, Nick Ard, Michelle Giometti, Terry Murphy and Tish Varney. The Committee will be working on a Master Long Range Plan and contacting other Committee chairs for their input. Tom Hoff stated that a 5 Year Plan and a 10 Year Plan were used in the 1990’s.

**NEW BUSINESS:**

1. **Bylaw Amendment:** Janice Sheftel asked the question of what is the process for amending the bylaws. Tom and Karen advised her to send them a red lined version with the proposed changes.
2. **Legal Committee (Kinnear):** Karen proposed creating a new standing committee to review emerging legal issues and provide advice to the Board on legal matters, including updates to our governing documents and issues/questions that should be referred to Holland and Hart. Linda Sand made the motion to create the committee, second by Anne Robinson. Motion passed unanimously. Sharon Murphy, Larry Keller and Janice Sheftel volunteered to be members of this committee with Executive Secretary as an ex officio member, and to produce a draft mission statement.
3. **Code of Ethics (Kinnear):** Karen noticed that the Code is not consistent across chapters. She requested that each chapter review their Code of Ethics and compare it with the state Code of Ethics for possible updating. Dick Sundstrom stated he would like to see a new Code incorporate a broad scope of items. Dave Melanson recommended waiting to update the Code of Ethics until after the Internet Policy is in place.
4. Larry Evans made an earnest appeal to the membership for a new CAS *Surveyor* newsletter editor.
5. Tom Hoff requested that each chapter send him a copy of their bylaws.

President Karen Kinnear thanked the Denver Chapter and History Colorado for hosting the meeting. The meeting was adjourned at 3:45 p.m. with unanimous approval following a motion to adjourn by Dick Sundstrom, and second by Teresa Weedon.

Respectfully submitted,  
Kris Holien, CAS Recording Secretary, 07/10/16  
[kjholien@aol.com](mailto:kjholien@aol.com)