



**QUARTERLY BOARD MEETING MINUTES**  
**Durango, Colorado**  
**October 9, 2015 -- revised 1-20-16**

The Quarterly Board meeting of the Colorado Archaeological Society was called to order by President Jack Warner on October 9, 2015, at 7:35 p.m. at the Himalayan Kitchen in Durango, CO. Roll call was taken, with a quorum present. Chapters represented were: Colorado Rock Art, Denver, Grand Junction, Hisatsinom, Indian Peaks, Pikes Peak, Pueblo, and San Juan Basin.

**MINUTES (KRIS HOLIEN):**

Minutes of the July 25, 2015 CAS Quarterly Board Meeting were approved unanimously as written following a motion to approve by Linda Sand and second by Larry Keller.

**EXECUTIVE SECRETARY (TOM HOFF):** No official business. I want to give a huge thank-you to Jack Warner for the phenomenal job he has done in a timely and responsible manner for the past 2 years as CAS President!

**TREASURER (PRESTON NIESEN, written report):**

Preston Niesen submitted the Balance Sheet, Statement of Revenues, Expenditures and Change in Fund Balance for the third quarter, 2015. Current assets are \$40,399 and liabilities are \$2,500. Preston requested volunteers for the financial audit of the 2014 CAS State records. Larry Evans and Craig Banister volunteered.

**OLD BUSINESS:**

1. **Nominating Committee:** Tom Hoff presented a full slate of candidates for 2016 CAS Officers: President - Karen Kinnear (Indian Peaks), Vice President – Bob Rushforth (Denver), Treasurer - Preston Niesen (Denver) and Recording Secretary - Kris Holien (Indian Peaks). Motion to approve the slate was made by Larry Keller and seconded by Linda Sand. Motion was unanimously approved.
2. **Amended and Restated Articles and Bylaws:** Sharon Murphy reported that both documents will be voted on for approval by the entire membership in attendance at the annual meeting tomorrow. The Amended and Restated Articles of Incorporation is the same document as the one approved by the membership in 2014. Sharon extended a big thank-you to Karen Kinnear and the pro bono service work from Holland & Hart law firm for their work crafting both legal documents. Karen will continue to work on preparing a CAS Policies and Procedures Manual. Janice Sheftel and Foxie Mason, representing the San Juan Basin Archaeological Society, addressed the Board with four concerns related to the proposed Bylaws: 1. reaffirm the role and mission of CAS, 2. and how financial assets will be allocated based on the role and mission, 3. clearly define the role and representation of Chapters within the state organization, 4. and the mutual responsibilities between the Chapters and the state organization. Both individuals were assured that their concerns could be addressed in discussions regarding future bylaw changes. There was a big round of applause for Sharon and Karen in appreciation for all the excellent work they have accomplished for CAS on this important project. There was a motion from Linda Sand to recommend approval of both documents to the membership tomorrow, followed by a second by Larry Evans. The motion passed with unanimous approval.
3. **Design and update new CAS brochure:** Craig Banister redesigned the State CAS brochure with the goal of showing CAS in action with photos representing field work and members of different chapters. The brochures are tri-fold and 1,000 were printed for free, courtesy of a friend of his. Packets of 25 brochures were distributed to each Chapter. Craig spent \$120 on paper and folding.
4. **Recommendations from Summary of CAS Presidents survey:** Larry Keller reported on the five following recommendations which may lead to future action based on the responses by all CAS Chapter Presidents to a questionnaire: 1. uniform policy for field trips, 2. publish all CAS Chapter newsletters on the CAS website, 3. uniform policy for handling sales items, 4; assist Chapters with funding for CAS representatives to attend quarterly board meetings, and 5. fundraising to support other organizations.

5. **Online membership for CAS:** Craig Banister researched five different companies that sell software for online memberships, using recommendations from other CAS members as well. One company is clearly a standout in terms of the lowest price, flexibility, and allowing CAS to retain website hosting on our current Host Provider's web server. Bob Dundas made a motion that the Communications and Technology Committee (CATC) investigate applications for the practical use of video conferencing at quarterly board meetings. There was a second by Janice Sheftel, and the motion passed unanimously.

**COMMITTEE/SPECIAL REPORTS:**

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

The committee is happy to announce that three Scholarship winners will be presenting at this year's Conference. They are: Rachel Egan – poster, Pascale Meehan – paper, and Kaitlyn Davis – paper. One 2015 Scholar, an undergraduate, has returned his Award Check as he was unable to raise the additional funds to attend field school this summer. Preparations for the Conference Silent Auction and Raffle are well in hand. Pre-Conference raffle sales are reported to be very slim this year, with two Chapters actually having lost/misplaced their allocation. Unfortunately this was not discovered until August/September, so those Chapters lost 3-4 months of sales opportunity. Tracking procedures need to be revised to avoid this in the future. Our hopes are high for sales at the Conference with two raffle stations, promoted by David Nigteagle's flute serenade.

We have added three new "CAS-Brand" items to sell at the Conference. All profits will go into the Scholarship Fund. We ordered the minimum number, as our test quantity. Hopefully they will all sell. We will want feedback from the Board for future sales. We are considering a website sales advertisement.

- Matte Black Ceramic Mugs (24) **sell for \$10**
- Northwest Canvas Briefcase (12) **sell for \$22**
- Deluxe 6-pack Insulated Bag (25) **sell for \$10**

There are some T-shirts left from the last batch, which we will also sell at the meeting. Although there was discussion earlier in the year, we made an executive decision not to print new t-shirts which would include the revised Hisatsinom logo and the new Grand Junction logo. (Does Grand Junction have a logo yet?). We can perhaps revisit the topic next year. Indian Peaks made a donation of \$50 to the Scholarship Fund. There has been no response to date for a volunteer(s) to take Terri Hoff's place as fundraiser. Terri announced her resignation at the April quarterly meeting, effective December 31.

**SCIENCE/ADVISORY (DOUG ROUSE, written report):**

**Third Quarter Report:**

CHAPTER	Scientific Survey/ Excavate / Labs	Publications	Curation Issues	Site Stewards	Vandalism/ Compliance	Cross-Org Interactions	Public ED Outreach	Other
Chipeta				2		1	2	
Colo Rock Art							1	2
Denver	2	1				1	4	1
Grand Junction						3	3	5
Hisatsinom	4	1		4	1	3	3	4
Indian Peaks	6			1			1	3
Northern Colo								
Pikes Peak								
Pueblo		1				3	3	
San Juan Basin		1		5		3	3	4
Vermillion								

**COMMUNITY OUTREACH and EDUCATION (KAREN KINNEAR, written report):**

The Education Committee did not formally meet during the 3rd quarter of 2015; however, informal discussions were held to explore various activities. We are continuing to explore site stewardship training opportunities with Beth Parisi, and will work with Holly Norton and Kevin Black, and will have more to report on at the January 2016 quarterly meeting. The Committee received one Public Education Matching Grant Request this quarter from the Indian Peaks chapter. They requested \$250 to help cover costs for hosting an informational booth at the Boulder Creek

Hometown Festival over Labor Day weekend, Sept. 5-7, 2015. They talked with over 200 people about archaeology in general and IPCAS and CAS in particular. They handed out brochures, the IPCAS Fall speaker schedule, and guidelines on how to treat/preserve archaeological sites when visiting (from Leave No Trace Center for Outdoor Ethics). The Committee approved the Grant Request and will forward it to the full CAS board at the quarterly meeting for final approval. A motion was made by Dennis Schiferl to provide \$250 to the Indian Peaks Chapter in the form of a Public Education Matching Grant. The motion passed unanimously after a second by Linda Sand.

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

In the third quarter of 2015 since the last meeting in July, just one PAAC class was completed in Loveland; no 3rd quarter courses were cancelled due to insufficient sign-ups. Thirteen people were enrolled for the class in Loveland. In previous years, I have held one or two site form workshops at OAH in Denver as a follow-up to the PAAC Summer Training Survey. However, this year a single workshop will be held following the annual meeting in Durango, on Sunday at Fort Lewis College. Speaking of the survey, our new effort partnering with the Dominguez Archaeological Research Group (DARG) on their Ute Trails Project took place in August without my attendance—I was on the “disabled list” with a broken toe. Eleven PAAC volunteers participated, from six different CAS chapters. Two new PAAC certificates are being awarded this quarter, to Rae Todd of the Northern Colorado chapter for the Provisional Surveyor certificate, and to Michael Ketchen of the Pueblo chapter for a Specialty Surveyor certificate. This is Rae’s first certificate, but a PAAC Scholar certificate is in her near future. For Dr. Ketchen, he has now completed his fifth PAAC certificate! His Specialty Surveyor certificate project was to nominate the Camp Burch Boy Scout Camp near Beulah for listing on the National Register of Historic Places (NRHP). His nomination form, which he revised several times, is on indefinite hold by the US Forest Service supervisor in Pueblo. Given this development, I asked the PAAC Board to consider awarding this certificate by waiving the final requirement that the nominated site be formally listed on the NRHP. The Board approved the certificate award this week. Finally, the next schedule of PAAC courses covering the first half of 2016 is on the horizon, with questionnaires to be sent to all Local PAAC Coordinators in the next week or two. As always, whichever chapter offers to host the next CAS quarterly meeting in January will be welcome to host the one-day version of the *Archaeological Practice in Colorado* course on the Sunday after the meeting.

**PUBLICATIONS (LARRY EVANS):**

The next issue of *Southwestern Lore* is very close to publication. Larry made a motion to establish a new position, Archive Coordinator, as a subcommittee of the Publications Committee, to organize the CAS Archives which reside at Denver Public Library. The motion passed unanimously following a second by Linda Sand. Craig Banister volunteered to fill the position.

**SOUTHWESTERN LORE (JUDI HALASI):**

No report.

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

Over the past quarter, some progress has been made toward moving the *Colorado Archaeology* journal (*CA*) to an on-line format. The specifics of how to accomplish this major step are under discussion, in part motivated by Mark Mitchell’s grant-funded effort to move the CCPA’s prehistoric context books to a digital platform as well. It may be that specific context updates could appear as on-line *CA* articles, in addition to other peer-reviewed contributions not related to context updates. One major contribution that is close to being ready for submission as a context update is an overview of architectural features in northwestern Colorado. Not only would this topic fit the context update goal, but it also fits our previous effort to make the next issue of *CA* a compilation of papers on the archaeology of the northwestern part of the state.

**SURVEYOR NEWSLETTER (BOB DUNDAS):**

Deadlines have been set for contributing material for *Surveyor* publication: Fall issue-October 24. Deadlines are 2 weeks after CAS Board meetings.

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

The State CAS website has monthly updates to the Bulletin Board about archaeology events in Colorado. The CAS newsletter, THE SURVEYOR, is posted quarterly on the website and I send out email announcements to CAS members. I redesigned the State CAS brochure with the goal of showing CAS in action. The brochure has a map of Colorado showing Chapter locations and photos of artifacts excavated by CAS, and as well as a front cover photo and back cover photo showing CAS excavations at Blackfoot Cave and Champagne Springs. The brochures are tri-fold and 1,000 were printed for free, courtesy of a friend of mine. The new brochures will be distributed to the

Chapters at the Annual Meeting. Regarding online membership for CAS, I researched five different companies that sell software for online memberships, using recommendations from other CAS members as well. One company is clearly a standout in terms of the lowest price, flexibility, and allowing CAS to retain website hosting on our current Host Provider's web server, rather than moving our website to the software company's web servers. Online donations also will be accepted. The redesign of the State CAS website will take place concurrently when online membership is implemented. Since not all members will want to change to online payments for Chapter dues, printing out a Membership Form and sending in a check for membership dues will continue to be an option for each Chapter.

**COMMUNICATIONS and TECHNOLOGY (BOB DUNDAS):**

Bob reported the CAS Facebook page now has 882 members and continues to grow. Thanks Bob for such a successful endeavor!

**STATE ARCHAEOLOGIST (HOLLY NORTON, written report):**

First, my apologies for not being able to attend the annual meeting. As many of you are aware, we have been going through some serious changes at History Colorado. We have lost many staff members over the last few months to the transition, including three staff in Office of Archaeology and Historic Preservation just this past week due to what is hopefully the final round of layoffs. This includes two members of "InfoMan", the unit that maintains the site files, as well as Staff Archaeologist Tom Carr. Tom was with us for nearly 15 years and has been an instrumental part of our team and the archaeological community. I wish him well in his future endeavors, and his presence will be missed. There have also been changes to various committees in History Colorado, including the Archaeology and Historic Preservation Committee (AHPC) on which CAS member Peter Faris sits. The structure of that committee will be changing to a board that is headed by Steve Turner and me. I have no details on how this will work. However, I do know that Peter has been invited to retain his seat, which is very good news. I've also been speaking with Jack Warner and other CAS members about ways to take this opportunity of change at History Colorado and advocate for great archaeological presence in the governing structures. We will keep you posted.

In other news, Steve Turner was named the new State Historic Preservation Officer, which is really great news for Colorado. Steve has been the director of OAHP for several years, and is very involved and active in preservation around the state, understands our issues and challenges in the archeological community, and is just an all around great guy. Finally, while I have been working through large problems here at History Colorado since taking on this position, I hope to get back to the task of actually working on archaeology one of these days. For instance, El Pueblo is moving slowly, but has not been forgotten. During this period with constant bombshells and shifting sands, CAS has been one of the bright spots and I have greatly appreciated the support and assistance from so many of the chapters and individuals that make this group great. CAS is good for the soul. If you have any questions about the changes at History Colorado, or what I spend time doing all day, please do not hesitate to call, e-mail, or drop by.

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

Both Bob Mutaw and I have been approached to participate in "Advisory Councils" for History Colorado. We have both responded positively and are awaiting further decisions about this reorganization of History Colorado's governance. Apparently I will be on the AHP Committee for the foreseeable future as well.

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

The August 1 Colorado Day celebration at the History Colorado Center, by all accounts, is deemed a success. We demonstrated "Button on a String" and "Cat's Cradle" games, and gave away 129 buttons and untold yards of string – and could have given away more buttons if we had not exhausted our supply. We also gave away fliers about CAS and visited with as many people as we could. Our demonstration of the old fashioned games was related to the History Colorado exhibit on toys. Our demonstration was on the fourth floor, so we didn't see all 2000. Roche Lindsey spent several hours as a flintknapping demonstrator. He's knowledgeable and an excellent crowd pleaser. Roche is a Senior Instructor at UCCS and a good friend of CAS. Many thanks go out to Roche, and to the Pikes Peak Chapter for suggesting that he be our flintknapper. A thought for next year, if we participate again: we should insist on a better location, preferably on the first floor, although I'm not sure we could have handled conversations and demonstrations with 2000 people. There is no activity yet determined for 2016. Dennis Schiferl made a motion to authorize a purchase up to \$500 for more buttons inscribed with the CAS website, second by Preston Niesen. Motion passed unanimously. A portion of the funds may come from the Public Education budget.

**AWARDS (MARK OWENS):**

Award information has been posted to the CAS website. Three Chapter Achievement awards will be presented at tomorrow's banquet. There were no nominations for the C.T. Hurst and Ivola Hagar awards.

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

There are 781 memberships and 1,093 members. Memberships have increased by 51 and members have increased by 66. Unaffiliated members are 64 and unaffiliated memberships are 55. Institutional memberships are 62.

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

This quarterly board meeting effectively marks the end of another CAS “year,” but tomorrow’s Annual Meeting agenda is filled with beginnings. Our membership will be asked to approve the Amended and Restated CAS Articles of Incorporation and Bylaws. Our redesigned and updated Web Site will offer online membership signup, the first of many expanded capabilities planned for the future. Recommendations from a survey of CAS Presidents will be shared.

The Long Range Planning Committee looks back on a year in which CAS has increased its support of the Alice Hamilton Scholarship Fund; participated again in another Colorado Day event at the Colorado History Center, enhancing our commitment to public education; and considered how we might expand our public outreach and share information with our members more effectively and economically. Our committee has developed a working relationship with the Communications & Technology and the Community Outreach & Education committees, enhancing the performance of all.

At past Board Meetings, we have raised the issue of the cost of publishing and mailing *Southwestern Lore*, the *Journal of Colorado Archaeology*, Official Publication of the Colorado Archaeological Society.

We have proposed the following: 1. Expand the Publications section of the CAS Website to include not only an index to *Southwestern Lore* and abstracts to past articles, but the entire contents of the current issue. If past copies are available in portable document format (pdf), these should be added as well, up to the most recent five-year period. Access to this information should be available to all site visitors at no cost. 2. Continue to offer hard copies, CD copies, CAS Memoir Series and CCPA Colorado Contexts for sale, as at present. 3. Discontinue mailing copies of *Southwestern Lore* to our general membership. Continue to produce a sufficient number of printed copies to maintain distribution to Institutions, Life Members and others as necessary.

In addition to savings in printing and mailing costs, we see the following benefits to implementing this proposal:

1. Current and back issues will be conveniently available for reading, review and research; no one need maintain a personal library. 2. The keyword search capability will extend to the full text of each issue, not just the abstract, author and title. 3. Our web site will be enhanced. Non-members who visit will see further reason to seek association with our organization.

CAS is a nonprofit organization and we must invest our resources carefully so we can do an even better job of reaching our members. Investing more heavily in our digital platforms is one way to do this. Therefore, the Long Range Planning Committee requests the CAS Board to endorse this plan and initiate the steps necessary for its implementation. These would include informing our members of our decision and establishing the necessary link between the *Southwestern Lore* Editor and the CAS Webmaster to forward a pdf version of the current issue at the time such information is sent to our publisher. Tom Hoff requested that this proposal be forwarded to the Publications Committee for review and to make any recommendations to bring to the board.

**NEW BUSINESS:**

1. **2016 Quarterly Board meetings.** The schedule for 2016 CAS meetings will be as follows: January-Boulder, April-Denver, July-Pueblo, October-Grand Junction.

President Jack Warner thanked the San Juan Basin Archaeological Society for hosting the meeting. The meeting was adjourned at 9:28 p.m. with unanimous approval following a motion to adjourn by Dennis Schiferl, and second by Larry Keller.

Respectfully submitted,

Kris Holien  
CAS Recording Secretary