

**Middle Atlantic Archaeological Conference**  
**Executive Board Meeting Agenda**  
**Saturday, March 18, 2017**  
**Virginia Beach, Virginia**

**Approval of Minutes** Doug Sanford moved to approve the 2016 Executive Board meeting minutes, which was seconded and then approved. Past Board meeting minutes are available on MAAC's website.

## Reports

### *Conference*

*Local Arrangements* – Mike Clem. There was an issue with drink tickets. Hotel room issues included non-functioning card keys and heat in some rooms. Hotel staff have been responsive. Also the hotel has a small bar. In general people are happy with the arrangements. The hotel would love to have us back.

*Conference Program* – Mike Barber and Lauren McMillan. We have a good program with 125 papers. Often solicitations are needed, but not this year. MAAC needs a real deadline. There were submittals into February, necessitating rescheduling. We had deadline of Dec 31, but late submissions were accepted. Suggestion was made to extend the deadline to Jan 15, but then be strict about it. Also, advertise a limit to abstract length (150 words). Some thought the late submittals could have been related to more student papers than usual.

Roger Moeller suggested going back to Google Docs for registration. Html email didn't work well. Elizabeth Moore pointed out that no one was in charge of registration, which was not noticed at first. Some have trouble with Google Docs access, perhaps because of institutional fire walls. Elizabeth Moore mentioned potentially using the Wild Apricot system, but Kurt Carr said it costs \$1K/year. Formal conference registration systems are pricey.

Roger Moeller pointed out that people with out-of-date Paypal address information may have trouble accessing journals. Eleanor Breen said it would be nice to have a better system, so we're not comparing lists by hand.

Lauren McMillan expressed concern about the hours spent in compiling registration between paper submissions and online registration. Maybe a separate person should handle that task.

*Registration* – Kurt Carr: 335 registered for conference, a 10% increase over last year. There were 6 presenters who did not pay. There were 72 walk-ins. We seem to have an issue with co-authors who come to the conference, but don't pay for registration. Eleanor Breen asked if this can be caught up-front. But Roger Moeller pointed out we can't marry Paypal and Google Docs information (see above, as to registration problems). The issue was tabled until the business meeting. There was a last-minute request for desk volunteers, but we had to turn away a few student volunteers. MAAC took in non-student volunteers, who get comped. Volunteers were from the Archeological Society of Virginia.

*Student Sponsorships* – Greg Lattanzi. We did well with support for students this year, with 34 sponsorships.

*Student Paper Competition* – Mike Klein said that a few students dropped out, including some right at the end. We began with over 15 students and ended up with 4 undergraduate and 3 graduate student entries. Consensus was that a number of entries were very good. We need to emphasize deadlines for students. We don't have a number of total student presenters at MAAC.

### *Operation & Committee Reports*

1. Treasurer – Elizabeth Moore reported that we have \$22,225 in the student scholarship endowment. Our Money Market account has just under \$8K and gained \$1 in interest. She provided a printed copy of her report and gave highlights. We have over \$13K in our organizational account and close to \$12K in our conference account. MAAC can continue for 80 years on current assets without raising dues. The conference typically breaks even financially. MAAC received a record number of sponsorships.
  2. Membership – Eleanor Breen: Faye Stocum was very helpful in transition. She kept very careful records. Membership for 2016 stands at 264, an increase from 245 in 2015. There are 237 members so far for 2017. There was a loss of 95 names removed from list as non-renewals. Roger Moeller says we do not have a paid life membership. Eleanor Breen is starting to maintain a list of emails for members, allowing MAAC to send email blasts for updates.
  3. Journal – Roger Moeller: There is no backlog of articles for the journal, but we may have submissions from student winners and some book reviews in the works. Lots of promises. PDF version of the journal is less popular than expected. He mailed 275 hard copies, but only 36 pdfs. Eleanor Breen wonders if Paypal system is stripping out pdf choice? Roger Moeller thinks we may need to look at each individual Paypal transaction.
  4. Website – Roger Moeller: more informed questions have been received, facilitated by social media links from website.
  5. Student Committee – Allie Crowder. The committee is in its 3<sup>rd</sup> year, and growing. There has been a lot of interaction on FaceBook (400 likes) and Twitter (120 tweets). Events well attended, including resume reviews. Doug Sanford and Greg Lattanzi sat down with 30 students at the President's coffee. Raffle donations were high, and the flint knapping session was well attended. Incidental expenses will come up and the board is ok with this. But there is no formal budget. It would be useful to support having food for mixers. They could use a budget. The board is comfortable with this, something on the order of \$300. This should be introduced tonight at general business meeting. Lauren McMillan recommends an eblast about deadlines, events in Mid-Atlantic.
- Time running short, further reports were abbreviated.
6. Holmes-Gardner Committee – Carole Nash, no report.
  7. Awards Committee – Carole Nash

8. Student Endowment – Kurt Carr. Needs letter from the President to allow the endowment funds to be invested.

### **Old Business**

Online conference abstract submission, registration discussed. President Sanford to establish a website/registration committee to seek ways to improve the current system and communications for submission, registration, and membership.

MAAC Social Media – Lauren McMillan (300 likes on Facebook)

### **New Business**

Nominations/Elections for Board Positions (2018) – Greg Lattanzi, President-elect, to head nominations committee.

Conference registration fees: problems occurred as to the consistency of fees for registration prior to and at the conference. Different costs were mentioned on the website, on Facebook, and in email communications.

2018 Conference venue

### **Announcements**

Carole Nash, chair of the Awards Committee, noted that there will be a surprise life award for Liz Crowell after the business meeting, at tonight's reception. David Mudge is getting emails about the federal government budget crisis. Should MAAC respond as an organization? SHA and SAA are lobbying. The board did not take a position.

12:58 pm adjourned.