



SOCIETY FOR CULTURAL ASTRONOMY  
IN THE AMERICAN SOUTHWEST, INC.  
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TAX ID: 45-3412899

January 13, 2017

**Board of Directors Meeting Minutes**  
**Monday January 9, 2017 Teleconference**  
8:00 PM EST 6:00PM MST 5:00PM PST

Present: Bryan Bates, Tony Hull, Ric Alling, Ray Williamson, Greg Munson, Beth Jewell and Chris Dombrowski

The meeting was called to order by Bryan Bates at 6:00 PM MST. A **motion** was made by Tony to accept the meeting agenda, seconded by Greg and **approved** by unanimous vote.

**Old Business:**

- 1. Set consistent Board meeting time** – There is a need to set a consistent schedule for Board of Director and Executive Committee Meetings. It was suggested and discussed that Board meetings be held on the first Monday of every quarter, excepting holidays or holiday weekends. The schedule for remaining 2017 Board of Director Meetings will be April 3, July 10 and October 2, 2017. Executive Committee (officers) Meetings should be scheduled midway between Board meetings. 2017 Executive Committee Meetings will be on February 27, May 22, August 21 and November 20, 2017. It was suggested by Bryan that our Bylaws be amended to include the immediate past-president as an ex-officio (nonvoting) member of the Executive Committee to take advantage of their knowledge of SCAAS operations. A **motion** was made by Beth to make this amendment, seconded by Bryan. The motion was **approved** by unanimous vote.
- 2. Board member activities** – **Bryan** is recovering well from knee replacement surgery. **Beth** contacted UPENN about the publishing of conference proceedings. They declined unless funded by SCAAS. **Chris** is working on the website. **Tony** provided some written notes on integrating SCAAS and cultural astronomy with archaeologists which will be reviewed by board members. **Ric** has completed the year-end financial statement and is continuing to develop a workshop for the fall of 2017. **Ric and Greg** are working on looking into investment of SCAAS funds. **Greg** has been filling in for Bryan and Ray. **Greg** is going to the annual meeting of the Colorado Council of Professional Archaeologists (CCPA) in March of 2017. Some SCAAS funds may be made available to support the trip if there is an opportunity to promote the organization, solicit memberships and sell books. He will come back to the Board by email for approval to spend funds. Others agreed that such expenditures should be submitted for approval. **Ray** has been abroad in Ireland and Australia teaching. He will be lecturing to the Pre-Columbian Society of Washington, DC on 4 Feb 2017 on *Recent Advances in Archaeoastronomy Research in the Broader Southwest*. This talk will, among other things, briefly review our 2016 conference and some of the recent work done by SCAAS members.

- 3. Treasurer's year-end report** – **Ric** reported that our fiscal year-end balance from all accounts is \$12,660.57 which represents an increase of about \$4,100.00 from our 2015 year-end balance of \$8,550.51. The increase is mostly due to a significant donation of \$2,000.00 to the Carol Ambruster Memorial Fund (CAMF) and increased memberships from our 2016 conference. The year-end figures include all income and expenses from the 2016 conference. At year-end, the CAMF balance is \$7,550.95 and the general operating fund is \$5,109.52. The general operating fund contains \$1,527.14 in General Fund Donations and excess income from the 2014 conference. Filings required for SCAAS to maintain its 501c3 status include an annual report to the State of Colorado and a post card filed with the Internal Revenue Service. **Greg** will continue to maintain these filings as he is the Registered Agent for the corporation.
- 4. Conflict of Interest Policy** – **Bryan** reviewed the Bylaws and found that all members of the Board of Directors and committees must sign an acknowledgement of the SCAAS Conflict of Interest Policy annually. **Greg** prepared and distributed the form for all to sign and return to the secretary via the SCAAS PO Box in Dolores, CO.
- 5. Publication Committee update** – **Greg** indicated most of the presenters have responded that they will submit articles. Our Native American participants have agreed to write a paper (generally an oral presentation that would be transcribed and handed back for corrections and revisions). **Greg** has prepared and distributed the writing guidelines base on the SAA style guide. **Ray** offered to write Erin Baxter to encourage her to submit a paper for publication in the conference proceedings. We briefly discussed the question of funding the conference proceedings. We discussed the potential for using crowdfunding to do so. This question was deferred to the broader discussion of general fundraising.
- 6. Fundraising:**

  - a. Purpose of membership fees** – Membership fees are used for supporting items generally needed for running SCAAS--website, email system, insurance, office supplies, PO Box, newsletter, promotional activities, etc. These are general operating expenses that benefit all members.
  - b. Role of CAMF and General Fund Donations** – CAMF funds are accounted for separately, but deposited in the same account as the other SCAAS funds. They are used for expenses such as support for young scholars, travel to conferences for needy participants and awards. This will be detailed in the text of a prospectus brochure that **Beth** and **Tony** are working on that will describe the fund and its uses for fundraising purposes. General Fund Donations should also be separately accounted for in the SCAAS bank account and consist of general donations and any left-over funds from holding conferences and workshops. These funds can be used for items that go beyond operating expenses such as publications or as startup funds for future conferences.
  - c. Establishing a fundraising committee** – **Bryan** tabled this discussion until the next meeting. In general we need to think about going after grants and donations to support publications.

## **New Business:**

- 1. 2017 Workshop** – Ric indicated he is meeting with various folks at ASU to establish availability of facilities and potential dates for the workshop. It will likely be over a weekend in order to take advantage of the potential availability of computer labs, etc. He has had a suggestion of a training in GRASS, a powerful open source GIS package. Ray agreed that it could be a powerful tool and noted that he has a friend and colleague who might be available to do a training on QGIS, a version of GRASS. Tony suggested that some of our members could use a training on research design.
- 2. Newsletter needs a new editor** – After six years of doing so, Greg has resigned as editor of the newsletter. The newsletter is published quarterly around the solstices and equinoxes. There was an idea for a new editor among the membership and Bryan will ask this person if he can fill the role.
- 3. “Vision for SCAAS” member task-force** – William Seven and GB Cornucopia have volunteered to be on a committee that works with the membership to develop ideas for the future operations of SCAAS. Every committee must be chaired by a member of the Board of Directors. Chris was asked and agreed to chair this committee. He has been working on the use of blogs and discussion forums for use by the visioning committee. Greg will look into using Survey Monkey to poll members on SCAAS issues.
- 4. Webpage/ Facebook/ e-media update** – Chris is working on improving and broadening the material on our website and the board thanked him for his efforts. We discussed having a section for PowerPoint presentations from the conferences available to members only with the authors’ permission. This was generally agreed upon although the question was raised if we were giving them a stamp of approval by doing so. We can put a disclaimer on the page warning people that these PowerPoint presentations are not vetted by the Board and to take them at face value. SCAAS would take no position on the content or responsibility for their quality and accuracy. Chris will be amending website pages as requested and adding pages. The board will have the opportunity to review new pages before they are published. We need to find a way to more effectively use our Facebook page and other social media outlets to engage our members and the public to become members and for fundraising.
- 5. Additional new business**
  - a.** What is the benefit of being a member of SCAAS? We need to have a brochure on this and a well-worded statement for the website so that people have some sense of getting something important through their membership.
  - b.** Tony mentioned that he has a number of books that he would be willing to lend out for research purposes and raised the question of whether or not others would like to do the same. Many are out of print or very hard to get. Bryan related that the Cline Library of Northern Arizona University had previously offered to host contributions on cultural astronomy and general research particularly pertaining to the Colorado Plateau.

- c. **Greg** raised the question of providing an additional year of a sponsored memberships to certain students. **Ray** will write a letter to offer this in order to encourage them to continue and **Greg** will pay for it from CAMF funds as recommended by **Tony**. **Ray** will ask for suggestions about other researchers who might like to join.
  
- d. **Tony** mentioned that the Jet Propulsion Laboratory (JPL) has some funds to devote to public outreach and that it might be possible to gain grants from them for educational purposes. NASA Connects has worked with other researchers, but we may consider working through other channels.

**Agenda Items for Next Board Meeting**

- 1. 2018 conference planning – Tony
- 2. Revision of Bylaws – Ric and Greg
- 3. How do we integrate more with the anthropological/archaeological community?

**The meeting was adjourned at 6:20 PM MST by unanimous vote.**

All meetings of the SCAAS Board of Directors are recorded and the recording represents the full record of meeting activities and discussions. The recording will be made available upon request. Minutes of all meetings are posted on the SCAAS website ([www.scaas.org](http://www.scaas.org)).

Minutes submitted by:

Ray Williamson and Greg Munson  
SCAAS Secretary  
January 12, 2017

Minutes certified by:

Bryan Bates  
SCAAS President  
January 13, 2017