



Canberra Archaeological Society Inc

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CANBERRA ARCHAEOLOGICAL SOCIETY

28 February 2019, Meeting

Snug Room, King O'Malley's

MINUTES

1. Introduction

- **Welcome:** Meeting opened 5:20 pm
- **Present:** Duncan Wright, Eboni Westbury, Meg Walker, Glenn van der Kolk, Guillaume Molle, Bella Shaw, Iona Claringbold, Pamela Ricardi, Richard Morrison, Joel Mason and Chris Kenna
- **Apologies:** Iain Johnson, Oliver Macgregor and Angus Harden.
- **Previous Minutes:** Minutes of Planning Day 2019 on 14 December 2018 submitted as being accurate: proposed by Duncan Wright, seconded by all – carried.

2. Treasurer's Report:

- CAS bank balances

Cheque account: \$ 9,782.48

Term Deposit: \$11,684.54

- Activities
 - An order has been placed with the Commonwealth Bank to roll the Term Deposit funds into an 8 month term from the time the current term expires on 10 March. It is anticipated that the interest earned will increase from 1.5%p.a. to approximately 2.5%p.a. depending on the market rate on the 10th March.
 - Bank account signatories were changed from past to current Committee members. CAS accounts can be accessed by Glenn van der Kolk, Eboni Westbury, Meg Walker and Iain Johnston.

- Payment Approvals

The Treasurer sought approval to pay the following:

- Duncan Wright \$73.95 being a reimbursement for gifts (bottles of wine) bought for guest lecturers at the end of last year.
- Glenn van der Kolk \$108.60 being a reimbursement for gifts (bottles of wine) bought for guest lecturers presenting at CAS lecture evenings during the first half of 2019.
- Public Liability Insurance \$729.61.

Approvals seconded by the committee.

- **ACTION:** Glenn van der Kolk to follow up regarding the committee's charity status.

3. Committee Member Roles:

- Duncan Wright advised of small changes to the committee positions and duties (**Attachment 1**) and sought review of attached document and acceptance of these roles from all committee members, seconded by all - carried.
- Chris Kenna committed to be the committee's School Liaison Officer.
- **ACTION:** Pamela Ricardi will now advertise and distribute the CAS seminar series through email, website and Facebook.

4. Update on events:

- Canberra and Region Heritage Festival (13 April – 4 May 2019). Richard Morrison provided an update on the 'Contemporary Archaeology' Symposium. The Visions Theatre at the National Museum of Australia (NMA) has been booked for the event. The symposium will include 6-7 speakers including Richard Wright (other speakers to be confirmed). Advertising for the event has begun on the NMA website.
 - **ACTION:** Richard Morrison and Iain Johnston to develop a program and flyer of the Contemporary Archaeology Symposium in **two weeks** for further distribution.
- Duncan Wright discussed a new event: Conservation 101 talk by Victoria Pearce which has been scheduled for 11:30 am – 12:30 pm on 22 May 2019 at the Theatrette, Rowland Wilson Bld, ANU.
- National Archaeology Week (9-15 May 2019).
 - .Heritage walk proposed by Mary Hutchinson. The committee seeks an update on this event.
 - **ACTION:** Duncan Wright to ask heritage walk event organisers (Mary Hutchinson and Peter Dowling) for an update.
- Archaeology Games organised by ABACUS. This event will occur on 4 October 2019 (rather than National Archaeology Week). Planning and administrative tasks are already underway. The event will take place at the ANU, but it is not intended to be just for students and invitations will be widely distributed. The event will also include a trivia night.
 - Duncan Wright advised that if advertising for this event can occur soon, then the ANU media team might be involved in its distribution.
 - **ACTION:** Duncan Wright will defer the ANU media team to Joel Mason to coordinate advertising for the Archaeology Games.
- High school history students event. Chris Kenna informed the committee that the History Teachers Association has discussed possible events. It is more likely that a talk at a school is more feasible (than a field trip). Chris Kenna will be able to provide more information following the next History Teachers Association meeting which will be held

next Thursday, 4:30 pm at the Old Parliament House. He suggested that one or two CAS committee members also attend this meeting.

- **ACTION:** Duncan Wright and Eboni Westbury will attend the next History Teachers Association meeting on behalf of CAS.

- 5. Gungahlin Homestead Open Day and stall:** Duncan Wright asked the committee whether anyone had capacity to contribute to this event. No members had capacity and as such CAS will not contribute to this event.
- 6. Membership update:** Eboni Westbury provided an update on current membership. CAS has a total of 42 members (of which 30 are live members). Unfortunately we do not have details of all our members because some have paid without filling out the membership form. Some members have asked for a receipt of payment and as such, a receipt template has been set up and stored in Dropbox.
 - **ACTION:** Duncan Wright to follow up on who are our members with life membership and report back to the committee.
 - **ACTION:** Meg Walker and Eboni Westbury to explore options for the completion of an online form payment through the website.
- 7. Careers Workshop:** Duncan Wright proposed holding a careers workshop, which could include a photogrammetry session followed by a quiz night. CAS currently has \$15k to spend to this. He asked the committee members to have a think about this.
- 8. Life Member Certificates and recognition of those certificates:** See Duncan Wright action under 'Membership update'.
- 9. Tax deductible donations:** Meg Walker asked if tax deductible donations are something CAS is able to accept now as it has in the past.
 - **ACTION:** Glenn van der Kolk to research this and report back at the **next meeting**.
- 10. Difference between the Education Trust and the Student Prize/Grant:** Meg Walker advised that the Trust is no longer in place and asked if this was something the committee wanted to reinstate or whether it had essentially been replaced with the Student Prize/Grant? Also, given the small number of ANU archaeology honours students, whether the Student Prize/Grant should be advertised more broadly, and to reach out to CU. The committee agreed to this approach. Tracy Ireland was proposed as a good contact to distribute advertising of the prize/grant at UC.
 - **ACTION:** Meg Walker, Glenn van der Kolk and Joel Mason to arrange the wider distribution of the Student Prize/Grant advertising (including to UC students).
- 11. Video footage of CAS history filmed by Helen Cook:** Meg Walker wanted to know if this footage is something that could be put on the website.

- **ACTION:** Duncan Wright to ask Helen Cook for permission to use CAS historical footage.

12. CAS BBQ with ABACUS: Can be held at ANU depending on how many people are coming, but may not be feasible to host as a co-event (CAS and ABACUS) due to ANU WHS requirements. The committee decided against this being a CAS event.

13. Science in ACTION: The committee decided not to participate in Science in ACTION this year.

Meeting Closed: 6:07 pm.