



Newfoundland and Labrador Archaeological Society

Meeting Minutes
November 05, 2015

Type of Meeting: ANNUAL GENERAL MEETING - 2015

Facilitator: Tim Rast

Note Taker: Chelsee Arbour

Please Read: 2014 Annual General Meeting Minutes, November 12th, 2014; 2015
Annual General Meeting Minutes

1) Call to Order:

The regular Annual General Meeting of the Newfoundland and Labrador Archaeological Society was called to order at 8:32pm on November 05th, 2015 at the Landing by Tim Rast

2) Establish Quorum:

Quorum was established with a minimum of (10) NLAS members in attendance, including the following board members: Time Rast (TR), Lori White (LW). John Erwin (JE), Stephen Hull (SH), Chelsee Arbour(CA), Scott Neilsen (SN), Chris Wolff (CW), and Corey Hutchings (CH). **Total present: ~28**

3) Minutes – November 12th, 2014:

The minutes of the previous AGM on November 12th, 2014, were approved as distributed.

Business Arising from the Minutes

There was no business arising from the 2013 AGM minutes.

4) Vote for Amendments to the Constitution

Vote to make amendments to the constitution was unanimously passed.

5) Committee/Member Updates

a. Executive Committee – Presidents Report

Prepared and presented by Tim Rast. See attached

b. Finance committee

Prepared and presented by Lori White. See attached.

c. Planning committee

Prepared and presented by John Erwin. See attached

d. Events Committee

Prepared by Chelsee Arbour, Catherine Jalbert, Anite Kora and Tim Rast.
Presented by Chelsee Arbour. See attached.

e. Communications Committee

Prepared and presented by Stephen Hull. See attached.

f. Awards Committee

Prepared and presented by Scott Neilsen. See attached.

g. Symposium committee

Prepared and Presented by Lori White. See attached.

h. Nomination Committee – Announcing new Executive Committee Members.

Prepared and presented by Tim Rast. See attached.

6) Other Business

7) Adjournment

The motion to adjourn the meeting occurred at 9:28pm. The next Annual General Meeting will be held in November 2016 at a time, day, and location to be announced in advance of the meeting.

Minutes submitted by: Chelsea Arbour

***ALL COMMITTEE REPORTS ATTACHED BELOW ***



**Newfoundland and Labrador
Archaeological Society**

President's Report

November 5th, 2015

Tim Rast

The NLAS has momentum. We are coming off of a long list of achievements and have a clear plan for the next 12 months. You'll hear reports this evening from all of our committees as they outline our accomplishments over the past 12 months and some of our plans for the next year.

The Newfoundland and Labrador Archaeological Society incorporated in 2013 and in 2014, we gathered together everyone that we could and came up with a three year plan to help guide the growth of the Society. We are completing the second year of that plan and I'm thrilled to report that the NLAS achieved all of our goals in the Activity Plan for the year, including achieving charitable status, a holdover from last year's goals. We are on track and have a roadmap for the year ahead. We've retained most of our 10 board members and will be transitioning to a new Executive Committee as the terms expire at the end of 2015. This is my last year as president and I will be moving into the Past President position on January 1st. Chelsee Arbour will continue to be the Secretary and your new President, Vice-President, and Treasurer will be introduced later this evening.

Over the past year the NLAS has provided a range of activities and services to our members, the public, and other organizations. One of the highlights was our participation in the Canadian Archaeological Association (CAA) Annual Conference that was held in St. John's in May. We organized the Bookroom and a meeting for other regional archaeological societies across the country. This gave us an opportunity to showcase Newfoundland and Labrador archaeology on a national stage, and as you'll hear from the treasurer, we were able to raise some funds for other NLAS endeavours through bookroom sales.

We organized more free public talks, a workshop for archaeology students at MUN, and went on our first field trip. We were successful in applying for provincial government funding for a second year of our Community Collections Archaeological Research Project (CCARP), where we facilitate an archaeologist in the Province to document a private artifact collection. As a point of pride, our CCARP project was highlighted by the Minister of Business, Tourism, Culture, and Rural Development in the public announcement of the Cultural Economic Development Program funding and we were invited to speak about our work during the announcement. The Provincial Government also provided \$500 in funding for this symposium. We are very grateful for these opportunities.

The NLAS is a non-profit organization, so all of this work has been done by a web of dedicated volunteers. I must single out three volunteers who have made tremendous impacts on the society and who are now moving off of the board. Anita Kora has been our Event's Committee chair for the past year and her great energy and positive outlook will be missed in this Province as she

begins her graduate studies at the University of British Columbia. Catherine Jalbert has been the Vice-President of the society since it's inception. She has moved on to Houston, Texas where she continued to serve remotely for the past year. Catherine has been involved in all aspects of the society and her legacy will be her robustly crafted NLAS constitution. A strong organization is built on a strong foundation. We will also miss Lori White, who is a founding director of the society and who has worked tirelessly as the Treasurer. She was the driving force behind organizing this symposium, the CAA Bookroom, and slaying the many-headed hydra that is the Canadian Revenue Agency in her epic, two year and ultimately successful, quest to gain charitable status for the NLAS. Thank you Anita. Thank you Catherine. Thank you Lori.

And thank you for listening to me. It has been my great pleasure to serve as the first President of the Newfoundland and Labrador Archaeological Society. Thank you.



2015 ANNUAL GENERAL MEETING

November 05, 2015

FINANCE COMMITTEE REPORT

Report presented by Lori White (Treasurer)

Finance Committee Members: Elaine Anton, Chelsee Arbour, Lori White

In addition to overseeing the day-to-day financial activities of the organization, the Finance Committee had one primary goal this year, and one large event to oversee. In 2015 we focussed on attaining Registered Charity status with the Canada Revenue Agency (CRA), and we oversaw the sales and operation of the NLAS Bookroom at the 2015 Canadian Archaeological Association (CAA) Annual Meetings in St. John's from April 30 - May 02, 2015. The Bookroom event included the creation of a custom Dorset Chocolate Harpoon Head mold and chocolate production order. We worked with the CAA Executive to produce the chocolates and they were very generous partners. We have chocolates here tonight for sale at the NLAS table.

The Finance Committee is pleased to report that all of our hard work was met with great success. The Newfoundland and Labrador Archaeological Society, Inc. officially became a registered charity on August 7, 2015. We are now able to issue official donation receipts for income tax purposes, for amounts totalling \$10 or more. We are also now responsible for filing an annual income tax report in order to maintain our charitable status with the CRA.

The NLAS Bookroom was open to conference participants for three days during the conference. In that time we handled the sales (or partial sales) for 10 vendors, as well as direct sales for NLAS memberships, chocolate Dorset harpoon heads, and used books (donated by MUN's Department of Archaeology and Dominic Lacroix). The NLAS cash desk processed sales totaling \$4471.48. A few vendors handled their own sales, so actual Bookroom sales would have been even higher.

Additional accounting focused on special events, membership processing, operational costs, and chocolate sales.

NLAS Membership grew from 49 to 52 members since our 2014 AGM. While this is only a 3 person increase, 63% of current members are first-time members which means that only a third of 2013 members renewed in 2014. If you want to help reverse this trend for 2015-16 we will be selling memberships at the NLAS table here this evening. Thank you.

Financial Period Reviewed: 2014 AGM, Nov 11, 2014 – 2015 AGM Nov 04, 2015

2014 Total Balance & Credits:	\$827.26	2015 Total Balance & Credits:	\$5,362.23*
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*The current 2015 total balance and credit amount includes \$3,200 in GovNL provincial funding earmarked for our CCARP program (BTCRD-CEDP) and the Howley Symposium (BTCRD-Cultural Events Fund)

TOTAL INCOME:	\$9,544.78 [Bookroom vendor sales (4471.48), GovNL CEDP Funding (\$2,700), GovNL Cultural Events Funding (\$500), Memberships, Chocolate Sales, NLAS/CAA Bookroom sales, Donations, Cafe Press commission]
TOTAL EXPENSES:	\$5,009.81 [Bookroom vendor payments, Honorariums, Bank fees, PayPal fees, Square Register fees, Postage, Stationery, Web services, Incorporation fees, Chocolate Start-up costs, Cafe Press fees]
NET PROFIT:	\$4,534.97 (includes \$3,200 earmarked for project funding)
ACTUAL PROFIT:	\$1,334.97

CURRENT BALANCE & CREDITS:	\$5,362.23*
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For additional information, please direct your inquiries or questions to the NLAS Treasurer at nlas@nlarchsociety.ca.



Summary of the Planning Committees Activities for 2015

Report presented by: John Erwin

The Planning Committee of the NLAS was established by By-Law in April 2014. In 2015 Planning Committee members included: John Erwin (Chair), Tim Rast and Corey Hutchings.

Background

The Planning Committee of the NLAS was established by By-Law in April 2014. The Duties of the Planning Committee include the drafting Activity Plans, the preparation of Annual Activity Reports; ensuring that Activity Plan indicators are documented; and the preparation of funding applications. In 2015 Planning Committee members included: John Erwin (Chair), Tim Rast and Corey Hutchings.

Activities

1. Annual Activity Report - The Planning Committee prepared the Activity Report for 2014, which documented NLAS activities in accordance with the goals and objectives of the Society's three-year (2014-17) Activity Plan. With the single exception charitable status (which was attained in 2015), the society met all of its planned objectives for 2014.

2. Community Collections Archaeology Research Project (CCARP) - The Planning Committee prepared and submitted an application to the Community Economic Development Program (CEDP) for the 2015. Funding in the amount of \$3,300 was granted in August 2015.

3. Terms of Reference for 2015 CCARP - A Terms of Reference for the CCARP Project was prepared in October 2015 to secure a student archaeologist to conduct the 2015 CCARP Project. The NLAS will review submissions and commence the project in December 2015.

4. Archaeology Research Permit - The Planning Committee prepared and submitted an application for an Archaeological Research Permit to conduct a reconnaissance of Hant's Harbor, as part of a 2015 NLAS field trip.

5. Archaeology Report - The Planning Committee prepared and submitted "A Report of the Newfoundland and Labrador Archaeological Society (NLAS) on: The "Great Wall" Reconnaissance in fulfillment of Permit # 15.40.

6. Next Task for the Planning Committee - Preparation of the NLAS Annual Report – which will review what progress we have made on our 2015 goals and Objectives toward:

- Establishing the presence of NLAS in the province
- Engaging membership
- Engaging the general public



2015 ANNUAL GENERAL MEETING

November 05, 2015

Events Committee report

Presented by Chelsea Arbour

Members: Catherine Jalbert, Anita Kora, Tim Rast and Chelsea Arbour

Hello everyone; thank you for being with us here tonight. My name is Chelsea Arbour and I am currently the on-the-ground representative of the events committee for the NLAS. Catherine Jalbert was our original chair of the events committee before handing over the reins of the position to Anita Kora – both of whom moved out of the province but are still active members of the events committee.

It has been a busy year for events:

We continued with the speaker series that started in 2014. On April 2, 2015 Dr. Oscar Moro Abadia lectured on behalf of the NLAS and The Rooms at our engaging evenings collaboration on the topic [*One Hundred and Fifty Years of Prehistoric Art: A History of Paleolithic Images*](#). On the 3rd, Dr. Barry Gaulton lectured on behalf of the NLAS and The Rooms at our coffee and culture speaker series collaboration on the topic [*George Calvert, David Kirke, and Jim Tuck: three visionaries and their impact on Ferryland, Newfoundland*](#).

In May, the Canadian Archaeological Association Annual Conference was hosted by Memorial University. The NLAS was heavily involved in organizing and staffing the bookroom for this event, including helping to set up, handling the credit card sales, promoting the society and selling NLAS chocolates which were originally designed and made with the purpose of selling them at events as a fundraising measure for the Society.

As with many archaeological societies, the summer was relatively quiet to accommodate the committee's excavation schedules, however I was in St. John's and promoted the NLAS chocolate. This is not an event per se, but it was a weekly activity that allowed the society to engage its membership and to sell NLAS chocolate.

In the fall of 2015, the events committee, the planning committee and members of the NLAS made a short day-trip to Hants Harbor following an invitation by Grant Tucker to take a look at the stone features that are just north of the community. Local tradition of this site points to a Beothuk origin and post-contact re-use by European settlers, although no pre-contact materials have been recovered to add weight to that early time period. 17 participants made the trip out and were joined by a number of interested community members for a lovely day talking about archaeology and cultural heritage in a beautiful part of Newfoundland.

More recently, Anita Kora spearheaded the 'How to get into grad school workshop'. This short workshop was geared towards helping interested students and members of the society learn the tricks and tips of putting together a successful graduate school application. It also represented collaboration between the NLAS and the Department of Archaeology from Memorial University.

The workshop itself was designed by Anita Kora, conducted by Dr. Lisa Rankin and facilitated by Tim Rast from the NLAS.

Our latest event, International Archaeology Day at the ROOMs, was a great success. Along with promoting the event, the NLAS set up four tables; a) a flint knapping table, b) a field kit table, c) a membership table and d) a cataloguing demonstration table. A number of NLAS members were present both as volunteers and/or interested visitors, alongside a steady number of museumgoers that made the trip despite the rainy weather.

The next year will see the events committee planning and organizing more community engagement workshops, speaker series and with some reasonable weather more field trips!

Attendance at 2014-2015 events:

Date:	Event:	# in Attendance:
November 12, 2014	NLAS AGM/Dr. Amanda Crompton Lecture	~50
November 13, 2014	Public Talk: CARRA	~35
April 2, 2015	Public Talk: Dr. Oscar Abadia Moro	31 people in person + 1 online viewer = 32 total
April 3, 2015	Public Talk: Dr. Barry Gaulton	39
May 2015	CAA Meeting	12 vendors and 200-250 conference attendees passed through the bookroom
(Summer months 2015)	Chocolate purchases during the summer (Choc-oh-clock)	7
August 22, 2015	Hants Harbour Fieldtrip	17
September 25, 2015	How to Apply to Grad School workshop	4
October 17, 2015	International Day of Archaeology at the ROOMs	35
		Total = 219 (CAA numbers excluded in final total)



Communications Committee report

Presented by Stephen Hull

The NLAS Communications Committee had a busy year.

One of the objectives in the NLAS 2014-2016 activity plan was to: **Develop the NLAS website as an aggregate site for province-wide archaeological content, resources and contacts; and promote the presence of the Society through social media.**

The first half of this objective was completed in May when the Communications Committee reorganized the 'Links' tab on the web site. It now includes links to the Provincial Archaeology Office, the Nunatsiavut Archaeology Office and Parks Canada. There are also links to websites dealing with known and ongoing archaeology projects in the Province such as the Burnside Heritage Foundation, the Colony of Avalon, Cupids and the Labrador CURA program being run from Memorial University. There are also links there which will help archaeologists plan their archaeological fieldwork and gain further knowledge about the Newfoundland and Labrador and its past.

The second part of this objective, **'promote the presence of the Society through social media'** was met by the unique content we created and shared on our website, including the posts in the 'The Dirt on Your Directors' program. The society was also promoted by our sharing of news and updates about archaeology in the province in general on our Facebook and Twitter pages. In fact currently our Facebook page has 659 total likes; our webpage has had 8037 total views and the Twitter page has 85 followers. By comparison in last year the Facebook page had 470 likes and we had just 24 followers on Twitter.

Another 2015 objective of the NLAS was to:

Organize, hold and promote a symposium in conjunction with the Annual General Meeting; and provide educational opportunities such as workshops, demonstrations, and field trips throughout the year.

The Communications Committee played a role in all of these activities by making sure each event, fieldtrip and workshop was well promoted via our various social media outlets including Facebook, Twitter and our webpage.

We've also done some tinkering with the organization of the webpage to make sure that all of the links for a topic are in one place. For example, in April we reorganized the previous lectures tab so that all of links to our previous lectures, which are housed on our YouTube channel, can now

be found under one tab. Also, in October we organized all the links dealing with the Community Collections Archaeological Research Project under one tab. It just makes accessing all of the information that much easier.

The Communications Committee is pleased with the progress of the past year, and our plan is to continue to reach out to the public, strengthen our social media presence and thereby strengthen the NLAS.

I would like to take a second to welcome to the incoming Jamie, Elaine, and Amanda; I am looking forward to working with you.

And of course I want to say thank-you to the outgoing Lori, Catherine, and Anita, thanks for all of your hard work.

Thank-you



Awards Committee report

Presented by Scott Neilsen

SUMMARY OF THE AWARDS COMMITTEE ACTIVITIES FOR 2015

Task 1

- Identify Committee chair

Scott Neilsen agreed to chair the NLAS Awards Committee at the meeting of the executive in January 2015. President Tim Rast also agreed to sit on the awards committee at this meeting.

Task 2

- Identify additional committee members

In May 2015 President Rast contacted 4 prospective committee members. They each agreed to sit on the committee. As a result the NLAS awards committee includes: Scott Neilsen (Chair), Tim Rast, Jamie Brake, Robyn Flemming, Angela Noseworthy, and Blair Temple.

Task 3

- Conduct a review of awards offered by other Archaeological and Heritage Societies in Canada, and elsewhere.

A web based review of archaeological and heritage awards were conducted over the spring and summer of 2015. This resulted in the identification of over 50 separate heritage and archaeology awards offered by a variety of societies and associations in Canada, and elsewhere (special thanks goes to Scott's research assistant Rebecca Watts). This list was distributed to the committee for review.

Task 4

- Identify award categories and associated criteria to present to the executive for comment. The awards committee settled on three award categories, and criteria for these awards. These were presented to the executive in October 2015, and recommended for presentation at the 2015 AGM in November. The award categories include: Promotion/Protection Award, Distinguished Achievement Award, and the Student Award.

Upcoming Tasks for 2016

- Finalize award criteria and award titles, and identify scheduling for bestowing awards.



**Newfoundland and Labrador
Archaeological Society**

Annual General Meeting

November 5, 2015

Symposium Committee

Report by Lori White

In the spring of 2015 The NLAS board created a committee to organize The Symposium In Honour of the 100th Anniversary of James P. Howley's book, "The Beothucks or Red Indians". This symposium committee was chaired by Lori White, with members, John Erwin, Stephen Hull, Tim Rast, and Catherine Jalbert.

The Symposium was held on November 5th, 2015 at The Landing, Smallwood University Centre, MUN, St. John's, with the following participants:

Keynote Speaker:

Gerald Penney, Gerald Penney Associates Limited/Gerald Penney Rare Books and Maps

Guest Moderator:

Dr. Donald Holly Jr., Department of Sociology/Anthropology, Eastern Illinois University

Panellists:

Dr. Vaughan Grimes, Department of Archaeology, Memorial University

Karen LeDrew-Day, Site Supervisor, Beothuk Interpretation Centre, Boyd's Cove

Laurie McLean, Burnside Heritage Foundation

Ken Reynolds, Provincial Archaeology Office, Government of Newfoundland and Labrador

Dr. Jeff Webb, Department of History, Memorial University

The Committee was successful in applying for \$500 in Cultural Events funding from the Provincial Government. The Department of Archaeology covered the transportation costs of Dr. Donald Holly. Dr. John Erwin and Elaine Anton provided accommodation for Dr. Holly *in kind*.

Thank you to everyone who volunteered their time and helped fund this event!



**Newfoundland and Labrador
Archaeological Society**

Annual General Meeting November 5, 2015 Nomination Committee Report

The Board of Directors created a Nominations Committee in September to find three new Executive Committee members; a new Treasurer, Vice President, and President.

The Committee was chaired by Catherine Jalbert, with Tim Rast and Lori White as members.

We are delighted to announce a successful search. We have one nominee for each position, so they will be accepted here by acclamation.

Treasurer: Elaine Anton

Vice President: Jamie Brake

President: Amanda Crompton