



Newfoundland and Labrador Archaeological Society

ANNUAL GENERAL MEETING

November 20th, 2017
St. John's, Newfoundland and Labrador

AGENDA

Facilitator: John Campbell
Minutes: Deirdre Elliott

28 people in attendance + 3 people watching YouTube live stream

1. Meeting Called to Order: by John Campbell at 8:15 pm

2. Establish Quorum

Established (a minimum of 10 NLAS members is required).

Board members present: Deirdre Elliott (minutes), John Campbell (MC), John Erwin, Elaine Anton, Corey Hutchings, Steve Hull, teleconference/online: Jamie Brake, Amanda Crompton

Absent: Chris Wolff, Katy D'Agostino

3. Minutes Approval: The minutes from the 2016 NLAS AGM, held on November 10th, 2016, were approved as distributed.

4. President's Report

Prepared by Jamie Brake and presented by John Campbell. See attached.

5. Committee Reports:

a. Finance Committee

Prepared and presented by Elaine Anton. See attached.

b. Planning Committee

Prepared and presented by John Erwin. See attached.

c. Events Committee



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Prepared by John Erwin, Elaine Anton, and Jamie Brake, and presented by John Erwin. See attached.

d. Communications Committee

Prepared and presented by Steve Hull. See attached.

e. Awards Committee

Prepared and presented by Elaine Anton. See attached.

f. Nomination Committee

Prepared by Elaine Anton and presented by Deirdre Elliott. See attached.

6. Other Business

Get a VGA-HDMI cable for next AGM.

Next Board of Directors meeting needs to occur soon (next couple of weeks) to handle the transition of new Board and Executive members – date to be decided internally.

7. Adjournment of Annual General Meeting – 8:45pm.



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PRESIDENT'S REPORT

NOVEMBER 20TH, 2017

JAMIE BRAKE

The Newfoundland and Labrador Archaeological Society (NLAS) came into existence just 5 years ago after an informal gathering of friends and colleagues initiated by Tim Rast, the organization's founder and first president. Less than a year later the society had developed a constitution and by-laws, had become incorporated as per the Government of Newfoundland and Labrador's Corporations Act (RSNL 1990, C36). This allowed the organization to begin working towards fulfilling its mandate, which is:

"To promote an understanding of archaeology in Newfoundland and Labrador and protect archaeological resources by fostering research, stewardship, education, and the exchange of ideas and information between professionals and the public".

In 2014 the society developed a 3 year strategic plan to reach stated objectives and by the end of that 3 year period (2016) it had achieved every single goal it had set for itself and had an astounding catalogue of accomplishments under its belt. Some highlights include the successful delivery of archaeology workshops, free public lectures, public field trips, and every year since 2014 the NLAS has successfully run its tremendously valuable, and now well-known, Community Collections Archaeological Research Program (CCARP) with the financial support of the provincial government. This program allows for the documentation, analysis, and publication of archaeological collections in private hands.

In 2016, with its second president Amanda Crompton at the helm, the NLAS developed its second strategic plan outlining goals and objectives for the period between 2017 and 2019. Although my term as president began with anxiety about the size of the shoes I would be expected to fill, the navigational tools and the clear course that had already been created and set by the society were key sources for guidance and inspiration throughout the year. The dedication and the tireless and thoughtful efforts of society's board of directors, executive board, committees and members has truly been humbling and awe-inspiring to behold.

I am proud to report that the NLAS has continued to maintain its impressive track record throughout 2017 and has a new batch of accomplishments to discuss at this year's annual general meeting. Some of these include its participation in a successful campaign to keep a federal repository from closing in Canada's Atlantic region, its involvement as a stakeholder in a recent heritage advisory meeting with the Federal-Provincial Committee on Cultural Initiatives, and its role in consultations under the provincial government's Rooms Act (SNL 2005, R-15.1). It completed its fourth CCARP project this year, which was the first to deal with archaeological materials from Labrador. The NLAS is currently playing an important role in helping facilitate a study of an extraordinary assemblage of Dorset stone tools that was brought to the attention of the



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society following the publication of its 2017 CCARP report. The society ran a successful fieldtrip to an important archaeological site near the community of Arnold's Cove this year. It developed an 'Exhibit in a Suitcase' that has been used to engage students and families about archaeology. It has delivered high quality, free public lectures and has highlighted and brought attention to some of the exciting archaeological projects that are underway in the province today. These are just a few of the things that the society has been involved with throughout 2017 and additional information will be provided in the standing committee reports.

I would like to point out, as my predecessors did before me, that the accomplishments just listed, and those that you will hear about in the forthcoming committee reports, are entirely the result of the efforts of dedicated volunteers who are generously giving their valuable time to promote and protect archaeology in Newfoundland and Labrador. I think this says something very powerful about how important the history of this place is to the people who live here today. Thanks so much to our board of directors, executive, and committee members for all of your hard work and dedication, and thanks so much to our membership for your support and for your involvement. It has been such an honor to serve as the society's third president.

Jamie Brake

President

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FINANCE COMMITTEE REPORT

Report presented by Elaine Anton (Treasurer)

Finance Committee Members: Elaine Anton (Chair), Lori White, Karen Northover

The Treasurer and Finance Committee worked to oversee the day-to-day financial activities of the Newfoundland and Labrador Archaeological Society (NLAS). Accounting focused on special events, membership processing, donations, operational costs, project costs and chocolate sales.

FINANCES:

The 2016 AGM report indicated that the NLAS finished the 2015-2016 year with a balance of \$8,189.97. We are finishing the 2017 AGM with a balance of \$3,546.18, an overall decrease of \$4,643.79.

Incoming funds totaled \$2,439.65, and came from memberships, chocolate sales and project funding as well as \$311.00 from seven donations. We thank all our donors for their on-going support of the NLAS.

Our expenditures totaled \$7,118.44 and included costs for our CCARP and Edu-kit projects, awards for the Heritage Fair, our 2016 AGM, office supplies and administrative fees. Our expenditures also included two \$300.00 donations to each of the Memorial funds for Archaeologists Ken Reynolds and Dr. Peter Pope, who both passed away in 2017.

It should be noted that in 2017 we were not eligible to apply for another Cultural Economic Development Program (CEDP) grant to support our ongoing Community Collections Archaeological Research Project (CCARP) to analyze and report on another community archaeology collection, so the amounts seen in previous years at this time are not reflected in our current balance. We will continue to look for alternate sources to continue supporting this activity.

The current balance of \$3,546.18 will be allocated for the operation of the NLAS as well as supporting projects, workshops and other activities identified in the current activity plan.

TAX FILING:

The Finance Committee was also responsible for filing an annual income tax report for the NLAS in order to maintain our charitable status with the Canadian Revenue Agency (CRA). In the spring of 2017 the Finance Committee submitted our tax return for the January to December 2016 year. The CRA reviewed and acknowledged the tax return without issue.



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MEMBERSHIP:

Our membership is currently represented by:

- 34 Individual Members
- 20 Student Members
- 1 Senior Member
- 12 Family Members
- 1 Lifetime Member

For a total of 68 active members.

Our membership runs from January to December each year. However, if you wish to either purchase a new membership or renew your membership tonight it will be valid for the remainder of the 2017 year and for the whole 2018 year.

As well anyone who joins the NLAS or renews their membership tonight is eligible to have a free publication as found at the back of the room.

We thank everyone for joining and continuing to be a member.

For additional information, please see the upcoming AGM report or direct your inquiries or questions to the NLAS Treasurer at nlas@nlarchsociety.ca.

Thank you.



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FINANCIAL DETAILS - Since last AGM

For November 9, 2016 to November 19, 2017:

Account Balances for November 9, 2016 to November 19, 2017:

Account Balances	November 9, 2016	November 19, 2017	Difference
Cash Balance	\$474.45	\$513.50	\$39.05
TD Bank Balance	\$7,536.73	\$2534.30	-\$5,002.43
Paypal Balance	\$178.79	\$498.38	\$319.59
Square Balance	\$0	\$0	\$0
CafePress Balance	\$0	\$0	\$0
TOTAL	\$8,189.97	\$3,546.18	-\$4,643.79

Income and Expenditures for November 9, 2016 to November 19, 2017:

Sources	In	Out	Difference
Memberships (4 family, 35 individual, 1 senior, 20 student)	\$1,430.00		\$1,430.00
Incoming Donations (7 donations)	\$311.00		\$311.00
Outgoing Donations (Heritage Fair awards; donations to Memorial Funds for Peter Pope and Ken Reynolds)		\$850.05	-850.05
CCARP Program & Edu-kit - Provincial Gov't funding from CEDP for 2016/17 program (balance) - 2016/17 project 1 - Carol Brice Bennett collection; including salary, presentation costs, supplies and printing (\$3815.76) - 2016/17 project 2 – Edu Kit; including salary, reproductions, supplies and printing; Costs supplemented by 2016 private donation (\$1870.90)	\$450.00	\$5,686.66	-\$5,236.66
Fees: Banking, PayPal, Square, Email Domain, Directors updated; incoming from banking fee refund due to balance	\$9.75	\$121.03	-\$111.28
Office Expenses (mailing, envelopes, post office box)		\$275.60	-\$275.60
Events (refreshments and honorariums: AGM)		\$185.10	-\$185.10
Chocolate Sales	\$273.90		\$273.90
TOTALS	\$2,439.65	\$7,118.44	-\$4,643.79



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Summary of the Planning Committees Activities for 2017

Background

The Planning Committee of the NLAS was established by By-Law in April 2014. The Duties of the Planning Committee include:

- Drafting of 3-year Activity Plans
- Preparation of Annual Activity Reports
- Ensuring that Activity Plan indicators are documented
- Preparation of funding applications.

In 2017 Planning Committee members included: John Erwin (Chair), Corey Hutchings (NLAS Board member) and Tim Rast (NLAS member).

2017 Activities of the Planning Committee

1. Annual Activity Report – In 2017, The Planning Committee prepared the Activity Report for 2016, which documented NLAS activities in accordance with the goals and objectives for the third and final year of the Society's (2014-16) Activity Plan.

The Report was reviewed and approved by the Board on March 11, 2017. We are pleased to say that the society met all of its planned objectives for not only 2016, but for the three years of the Plan.

2. Community Collections Archaeology Research Project (CCARP) – No new applications for provincial project funding were made in 2017, as we were informed that the CCARP project no longer qualified for the province's Cultural Economic Development Program (CEDP) project funding – as the CCARP project was deemed operational in scope.



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Unfortunately due to Provincial Government fiscal policy, no new funding for operation funding was granted in 2017.

3. Edukit Terms of Reference – The Planning Committee led the preparation of the Terms of Reference for the Edukit Project, which helped guide that project to its successful completion.

4. CEDP Project Final Report – The Planning Committee completed the Final Report to Provincial Government for the 2016 CEDP Project Funding it received for the 2016 CCARP and Edukit Projects.

5. 2017 Archaeology Field Trip and Fieldwork Opportunity – The Planning Committee planned, undertook the required permitting and led 2017 Archaeology Field Trip to the Bordeaux 2 (CkAm-05) Middle Dorset site in Arnold's Cove.

A Final Report was also prepared, submitted to the Provincial Archaeology Office, and was subsequently approved.

6. Next Tasks for the Planning Committee:

- To pursue Operation Funding through CEDP in 2018, should it become available?
- To pursue other funding options for continuation of the CCARP Project in 2018
- To prepare the NLAS Annual Report for 2017, which will be the first report on the 2017-19 Plan that was approved at our last Annual General Meeting on November 10, 2016.



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Events Committee Annual Report

November 20, 2017 Annual General Meeting, St. John's, NL

Chair: currently vacant (to be filled post AGM)

Report prepared by John Erwin, Elaine Anton and Jamie Brake

The Events Committee began the year chaired Katy D'Agostino, who was unable to continue through 2017. The last official list of Events Committee members includes Katy, Catherine Hawkins, Robyn Lacy, Lori White, Laura Jane Long, and Tim Rast, but all Board and Executive members have also been active in our Events in some capacity.

The Events Committee assisted in opportunities for members and the public, including;

- Opportunities to present the newly created edu-kit to the public at The Rooms in their "Archaeology Nook" program; Elaine Anton was on hand June 25th and Robyn Lacy on July 23rd and August 13th. Hundreds of visitors had the opportunity to interact with the NLAS and the artifacts over these days. Public Archaeology Day at The Rooms was on October 21st, 2017, which NLAS Executive Members John Andrew Campbell, Deirdre Elliott, Elaine Anton and Board Member John Erwin helped facilitate, and we have one more "Archaeology Nook" day at The Rooms coming up, on November 26th;
- A Field trip to the Bordeaux II archaeology site on September 2nd that also provided a fieldwork opportunity, and that was attended by five people;
- John Andrew Campbell and Deirdre Elliott took part in a MUN Mixer to introduce the society to MUN students on September 29th;
- And tonight's free public talks and Annual General Meeting at The Landing

In the coming year, we will continue to offer workshops, lectures, and other experiences to our NLAS members and the public. We are currently planning two upcoming workshops, one being run by NLAS Executive member Deirdre Elliott entitled 'From 2D photos to 3D models' on January 13th, and one by our incoming Vice-President Maria Lear about ground penetrating radar use in archeology that will be delivered at a date to be determined in the new year.



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NLAS Awards Committee 2017 Activity Report

Committee Members: Scott Neilsen (Chair - retired), Elaine Anton (Interim Chair), Robyn Fleming, Jamie Brake, and Blair Temple

The NLAS awards committee is responsible for promoting archaeological awareness, education, and contributions in the province of Newfoundland and Labrador, through the creation and sponsoring of awards.

In 2016 the committee worked with the National Heritage Fairs program to develop and sponsor a new award. The Heritage Fairs are a national initiative to bring history to life for public school students. Students in Newfoundland and Labrador compete at the school level, with winners advancing to one of seven regional fairs.

"The First Peoples Award" award developed and sponsored by the NLAS was presented to a student whose project best recognized the Indigenous History of Canada prior to Confederation. The award was created to help to foster an interest in archaeological and Indigenous history within Newfoundland and Labrador, and also play some part in promoting reconciliation within Newfoundland and Labrador, and Canada.

The regional fairs saw six students receive this award in the spring of 2017 for a variety of projects, including one on the Aftermath of the Spanish Flu, one on the Beothuk "Mary March" and one on the Mi'kmaq of NL. The award included a \$25 monetary prize, a small archaeological reproduction and a one year membership to the Society.

The NLAS is pleased to announce that we will continue to support this award and have committed to sponsoring it again in 2018.

The awards committee also recommended that the NLAS nominate Tracy German (Pale Fox Pictures, Inc.) for the Canadian Archaeological Society's Public Communication Award, in the Writer-Producer Category. Tracy German was the Executive Producer of the APTN television series Wild Archaeology, which aired in 2016.

The series focused on the diversity of Indigenous archaeology across the country, and included an episode on the Innu of Sheshashiu and two episodes on the Inuit of Rigolet. We were pleased to learn that our nomination was successful and Tracy won the award.

On behalf of the NLAS I wish to thank Scott Nielsen for his time as committee chair over the last couple of years, as well as the participation of current committee members Jamie Brake, Angela Noseworthy, Robyn Fleming and Blair Temple.

Thank you,

Elaine Anton, Interim Chair

NLAS Awards Committee



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Nominations Committee Report

Committee Members: Jamie Brake, John Erwin, Deirdre Elliot

The Nominations Committee was struck in October to find replacements for two Executive Positions being vacated, The Treasurer Position and the Vice President Position, along with two board member positions.

Committee members Jamie Brake (Chair), John Erwin and Deirdre Elliot received nominations as per the requirements in the NLAS Constitution which require a nominator, a person to second the nomination and signatures from three members in good standing with the NLAS.

We received one nomination each for the position of Vice President and for the two Director positions and we received two nominations for the Treasurer position.

Subsequent to the initial nomination process, one of the two nominees for the Treasurer position, Jessica Munkittrick, withdrew her nomination in favour of the second nominee. We thank Jessica for her initial interest.

We can announce that the nominees for each position will be accepted tonight by acclamation.

Vice President: Maria Lear

Treasurer: Karen Northover

Director: Philip Sampson

Director: Anatolijs Venovcevs

Maria replaces John Andrew Campbell as Vice President. Based on the NLAS constitution, after serving his year as Vice President, John is now moving into the President position. Likewise Jamie Brake now moves into the Past President position, replacing Amanda Crompton. Amanda now leaves the current board, and we thank her for her time and effort as President and Past President over the past two years.

Karen will be replacing Elaine Anton as Treasurer after her two year term under the NLAS constitution. Thanks are also extended to Elaine for her work as Treasurer over the past couple of years and we look forward to continuing to work with her now as a regular Board Member.

Philip and Anatolijs will be replacing two retiring Board members this year, Scott Neilsen and John Erwin – both Scott and John have been with the Board since its founding in 2013.



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John Erwin's hard work and dedication as the Chair of the Planning Committee has provided critically important guidance for NLAS activities over the years. Scott's work with the Awards Committee has resulted in a new NLAS sponsored award that will now be regularly presented to students during the province's annual Heritage Fair. Katy D'Agostino will be retiring as Board Member and Events Committee Chair at the end of the year as well. Katy's efforts resulted in several successful NLAS events. Elaine Anton will take over her Board Member position and a new Events Committee Chair will be established in the new year.

And last, but not least, enormous gratitude for hard work and dedication is also extended to Deirdre Elliot who will continue as Secretary, Stephen Hull, Chris Wolff and Corey Hutchings who will continue as Board members into the new year.