Taos Archaeological Society Officers Meeting

January 10, 2021 9am

ZOOM ID 545 842 9500

Meeting called to order at 9:07am

Present: Nancy Colvert, Judith Hetem, Debbie Espie, Phil Aldritt, Anita Briscoe, Chris Ellis

1. Approval of minutes Judith motion, Anita second, approved unanimously
2. Insurance update /Adler. Nancy asked for discussion bc not sure what is happening. Phil explained the insurance rep is not currently working, new rep Shawna, didn’t add SMU as an insured and she can’t do it, it has to go back to underwriters but there is no additional cost for adding SMU as insured. As soon as SMU is added, it will be available to sign/pay. Mike Adler thinks the sherding volunteers for SMU are already covered under SMU policy, so it’s likely they will be double-covered, even for on-campus work.
3. Waiver for Ceramic analysis participation/Update There will be several waivers for volunteers to sign. Volunteer Waiver, TAS liability Waiver and SMU Waiver. Ceramic committee is working on finalizing paperwork, including finalizing the charter agreement with Picuris (Agenda Item 4). No hurry on this bc the ceramic committee has a lot of work to do before sherding could begin again.
4. Volunteer activity membership/Tribal waiver Activity membership, we talked about it being $5. Ceramic committee wants anyone to participate, for example tribal members, but they are not TAS members. For insurance to cover, they have to be some kind of member so that would be a volunteer activity member. Minimal financial commitment for someone to volunteer. Phil asked if we could vote to agree to have the Volunteer Activity membership activated for $5. Nancy motioned, Judith second, approved unanimously. Phil further explained the Ceramic analysis could become a hybrid activity for folks who do not feel comfortable sherding in person. 900,000 ceramics to be analysed. Also, see #3.
5. Funding for Ceramic Committee in Budget. Phil explained that ceramic committee wants TAS to consider putting them in our budget for an annual amount of approx $400. Phil explained we give $400 to fieldwork committee (when it’s active) and Phil considers ceramic analysis as fieldwork. It can be taken from fieldwork committee for now if necessary. Ceramic committee thinks we could run a donation request that is targetted for that committee. This is strictly to pay for insurance going forward. Phil mentioned they are spending their own money right now on tools/supplies. They may get that back from SMU, but it is evidence of commitment. Phil thinks after they have paid for insurance this year, they will be asking for money from TAS. Judith asked what “this year” means. Phil suggested Jan 15 2021-Jan 15 2022. Not to be decided today,but something to be put on the agendas for further discussion. Debbie mentioned that she touched base with Rhinda re: helping with ceramic video/training. She politely said that she doesn’t have any desire to do that.

6) Speaker ideas for 2021-22 Phil reminded we don’t know what our platform will be in the fall, online vs live. Hard to ask for speakers when they don’t know what they’ll be doing. Need a list of names. #1 Health permission from State, #2 KC boardroom needs to be available, both unknown, so we can only ask speakers to commit to online right now. In summer, decision for in-person, online. Phil would rather be either/or, not change it in the middle. Anita suggested if we just do online, we can draw from speakers all over, whereas in-person limits us. Judith suggested we just decide to do it online for the next year. Right now we know for sure we are online until May.

7) Mesa Prieta Donation match status Update John Mockovciak wants to do matching donation again, $1500. We can start it anytime and run it until June 30 2021. MP is going to need the funds, they use it for online classes/training as well as outreach programs for the schools. Judith will have to investigate how the online donations were requested. She thinks an email with a donate button was sent to membership. Nancy suggested sending that in Feb since membership renewal emails are going in Jan.

8) Scholarship candidates for 2021 Phil will check in with Mike Adler re: grad students who may need scholarships. Phil has asked him before, but Mike may have 1 or 2 students now who are candidates.

9) Memberships reminder sent Jan 15? See #7 also.

10)ASNM status update for May. Phil says Matt will be deciding about online for ASNM soon. Nancy mentioned an on site conference that she has gone to for years, they switched it to online and it worked pretty well. Nancy said the ASNM conference is meant to be a moneymaker, and have to find a way around folks sharing the links. Phil mentioned auction, and that if you do it online, then you may get more paid registrants. Judith asked how much it would cost for TAS to do it ourselves. Phil thinks we could set it up for free, and just split the income with ASNM. Then it would be over with too. We can do all lectures online. Virtual fieldtrips can happen. He can do the Burro loading workshop and the video would be available. Auction can be online. Take bids, via email, 30 days before and the winners are announced. Nancy mentioned there is online bidding software, but we don’t have many items and it could likely be handled via email bids. Items would need to be mailed, and there would be large paintings to be mailed. Nancy asked how many attendees are from nearby, picking up could be a possibility. Phil said to be aware but not worry too much right now, couple of obstacles before we get to the auction. 25 minute lectures could be extended? Judith thinks the timing will need to be reconsidered.

11) Donation to Crow Canyon? TAS has been advertising their lectures on Facebook. Do they need our donation. Judith thinks our advertising is a form of donation. CC asks for donations during their presentations.

12) Memberships paid? Chris reported bank balance $15,240.91. This is likely bc of paid conference registrations and no expenses yet. Discussion on how we find out which/how many members have paid. Judith offered to go through Wild Apricot and count based on those records. Phil suggested looking at how many people havent’ paid, bc it seems that is a smaller number. We would need to send a targetted email around mid-Jan to non-renewed members. Judith said reminders go out automatically, trouble is the way it’s setup it’s not giving correct information. She is investigating how to change this automated email. We think this is something CJ knew and no one else knows. Redundancy. Phil asked Judith to generate a list of what CJ knew.

13) Continue ZOOM Officer meetings Phil suggested we continue to meet like this even if lockdowns end. Weather is not a factor, and we could try to get folks from afar to be board members.

14)Membership fees on email requests. See #7 and #15 Judith is investigating how to alter auto emails and where Wild Apricot gets the data it uses to generate the emails.

15) Duties shift CJ. Memorial and flowers. Photos? Nancy will send a plant and card to Ethel, Cj’s partner. Phil, someone needs to volunteer to start over from the ground up with Wild Apricot, and either figure it out or find a better way. Chris doesn’t think it should be he or Judith, but someone else in TAS who has computer knowledge and will do it as a volunteer rather than an elected board member who will do it long-term. Judith has started a manual for updating the website, but no one wants to sit down for a couple of hours to go over paperwork right now. Judith got on Wild Apricot on a chat, but it was just for a single question. Phil asked that we brainstorm before the next meeting about critical issues that need to be addressed right away. Chris suggested creating hard copies of payments so far 2021 and for 2020, by bank and by Wild Apricot. If the auto reminder from Wild Apricot knows who hasn’t paid, then we don’t need to send another email. Question about how do we know what Wild Apricot sends as far as emails. Judith did find some info in Wild Apricot re: manual vs auto email. Chris asked if we can get a list of who has paid following the auto emails from Wild Apricot. Phil would like this to be done on a hardcopy. List of members from prior year? Then check off members who have paid. Chris added that a hardcopy roster needs to be shared. Debbie sent a message to the group suggesting that every board member keep a hardcopy of the roster and we reconcile it at each meeting. Bc membership is the main source of income for the group. Right now there does not seem to be a membership chair. CJ did it but now we need someone else to do it. Judith can send screenshots to Chris. Phil volunteered to take on any computer work re: membership. Chris asked who had access to Wild Apricot to look around. Judith said it was Chris, CJ and herself. CJ was paying for **FormSite**(?) herself, so we don’t have access to forms anymore? Chris suggested someone needs to talk directly to Wild Apricot. Phil suggested asking what TAS is paying for with Wild Apricot. Judith offered to investigate over the next couple of weeks. Discussion about Formsite, what it was for? Chris asked if that was used to create forms for SiteWatch, and Judith thought ASNM work used Formsite. Phil said we need to contact them, explain and get it billed to TAS and give someone at TAS access the site. Debbie asked if we have a safety deposit box at bank where we could keep hardcopies of important access information to any websites that we have subscriptions to such as Formsite, Wild Apricot. Chris doesn’t think we have a box at the bank. Phil wants us to get a handle on membership first; past vs current membership, are we growing or shrinking? Our fiscal year is not jiving with our calendar year re: the bank.

16) Other

Chris reported **ASNM registrations, 2010.00 paid registrations.**  Some refunds were made. Dues: in account for 2020, 2730.00 for dues, 840.00 came in to bank, 1890.00 came in through Wild Apricot. In 2019, 4210.00 1280 through bank, 2930.00 through Wild Apricot. So far 2021, bank rec’d 380.00. Difficult to compare year to year, bc members are paying late which is muddying the record. Phil just wants to know if interest is decreasing. Judith mentioned that she doesn’t know what CJ was doing, she wasn’t involved in reconciling funds. Judith reminded that she is going off the board soon. CJ was the person reconciling membership. Chris recommends contacting ASNM (was it CJ), someone there may have worked with CJ who understands Wild Apricot. Chris emailed everyone a screenshot of the bank so he could explain how checks appear vs Wild Apricot deposits.

Judith asked to be taken off the bank at Centinel. Nancy mentioned we also need to have CJ removed, and she will write a letter to Centinel to have Judith, CJ removed. Chris suggested waiting to do anything with bank until new slate of members is secured.

Nancy mentioned a budget for 2021, Chris will start working on this and prepare a draft budget bw now and next meeting. Nancy mentioned Gary Grief regarding getting details of the work CJ did for TAS. Phil will mention it at the next Tues lecture in the event some members don’t know.

Judith asked for someone else to be Admin on emails. Phil asked for a rundown of all the things Judith is doing. Judith suggested we hold our meetings and if we need her to do something to let her know. She said she would still post bulletins, send emails and update website. Eventually, someone(s) else will need to be filled in. Phil said we will keep looking to add board members, we are down to 4. Membership is voting on 4 people. Debbie suggested posting on Facebook page for volunteers/board members. Nancy asked if we could appoint members rather than voting if there are vacancies. Phil wasn’t sure, but we could extend the voting period if we get more nominees.

Action Items: Judith investigating Wild Apricot/Formsite, Chris working on draft budget, Phil post to Facebook for board members.

Next Meeting: Sunday Feb 21, 2021 9am

Vote on funding ceramic committee for continuing insurance payment.