

ASOR Executive Committee Meeting  
Marriott Downtown, Chicago,  
ASOR Suite (Rm 4618)  
November 17, 2012

DRAFT MINUTES

PRESENT: Tim Harrison, President; P.E. MacAllister, Chairman; Joe Seger; Sharon Herbert, Vice-President; Ann-Marie Knoblauch, Eric M. Meyers, Past President; Richard Coffman, Asst. Treasurer; Andy Vaughn, Executive Director; Charles Jones, Committee on Publications, Sheldon Fox, Treasurer; B.W. Ruffner; Jim Strange, Secretary.

ABSENT: Theodore Burgh, Interim VP for Membership

VISITORS: Charles Jones, Committee on Publications

1. Call to Order by Chairman P.E. MacAllister, 9:05 am.
2. Approval of Minutes from September 8, 2012—P.E. MacAllister.  
APPROVED UNANIMOUSLY.
3. Approval of Agenda by call of the Chairman.  
APPROVED UNANIMOUSLY.
4. Board Trustee Nominations Committee Report—Passed over to Item 5.
5. Board Trustee Appointments (T. Harrison). There are twelve open slots in the Board of Trustees over the next three years. Sheldon Fox has agreed to stay on the Board. B.W. Ruffner has agreed to stand for another term. James F. Strange will end his term as Secretary and will stand for the Board of Trustees.

BE IT RESOLVED that the three aforementioned nominees be recommended to the Board of Trustees. PASSED UNANIMOUSLY.

6. Officers Nominations Committee Report (G. Arbino—Report Circulated). The Candidate for Secretary has been selected and that report published to the Executive Committee in the person of Lynn Swartz Dodd. The Committee is actively soliciting nominations for President and for Chairman for presentation at the April meeting. The EC unanimously endorsed the nomination of Dodd for secretary.
7. Treasurer's Report (S. Fox—Report Circulated). Memberships and Subscriptions are up about \$12,000 or 3% over last year on a cash receipts basis. The Finance Committee reviewed the budget to actual report, which shows an unrestricted profit of \$41,000 and results in an increase in unrestricted net assets for operations of a similar amount to total almost \$200,000 at the end of the fiscal year. The Finance Committee reviewed the 2012 audit and auditors' communications.

BE IT RESOLVED that the audit be approved and forwarded to the board. This is a motion and Second from the Finance Committee. PASSED UNANIMOUSLY.

A draft of Form 990 for an Organization Exempt From Income Tax was reviewed by the Committee. After some minor issues are resolved, the Form 990 will be submitted to the IRS and posted to the ASOR website. The Committee reviewed ASOR's investment allocations and found all funds to be in line with the investment guidelines, except for the Meyers-Wright Fund, which is changing to adopt the same investment policy as the other endowments. The Finance Committee reviewed and approved the Investment and Spending Policies with two small changes to the asset guidelines and spending policy of the Meyers-Wright fund.

BE IT RESOLVED that the Investment and Spending Policies be approved as presented and forwarded to the board for approval. This is a motion and Second from the Finance Committee. PASSED UNANIMOUSLY. The Investment Policy will be posted on the website after approved by the board.

For the current fiscal year, ASOR is ahead in fund-raising to date and is managing well in relation to the budget. Finally, the Committee reviewed the journal escrow requirement:

BE IT RESOLVED that, in order to segregate Funds needed to fulfill ASOR's obligation to publish journals, ASOR will segregate, either in a separated bank account or by memorandum entry on its financial reports, 40% of deferred income from journals for FY13. For purposes of calculation, deferred income will be reduced by outstanding accounts receivable, since there is no obligation relating to memberships and subscriptions that have not yet been paid. This is a Motion and Second from the Finance Committee. PASSED UNANIMOUSLY.

8. Development Committee. Tim Harrison reports that we are better than half-way to our goal officially advanced in January of 2012. We have received gifts of \$670,000 in gifts and pledges received. We now move into the more public phase. In the most recent Development Committee meeting we are broadening participation as much as possible.

Andy Vaughn added that we need board members to distribute the campaign brochure and enlist friends as contributors. Two challenges have been received. 1) Two \$10,000 matching challenge gifts have been established on the condition that ASOR have 175 donors by December 31, 2012. Our goal is 350 donors by June 30, 2013. 2) The second challenge is a \$50,000 legacy gift from Kershaw Family Trust to match new and increased gifts this fiscal year. We are up to \$25,000 in new, increased giving. The end date for this challenge is June 30, 2013. Andy appealed for help in spreading the news of giving possibilities. We are interested in developing more challenges. Rob Oden is cutting his hours as Chair of Development because of another major responsibility.

9. Chairs Coordinating Council (Minutes are posted on the web page). Sharon Herbert reports that all the committees and their responsibilities are under discussion. How do the various committees further the mission of ASOR? There is to be added a Chairs Nominating Committee, which will necessitate a revision to the By-Laws. That Committee is chaired by the Vice-President. Sharon Herbert and Jennie Ebeling and Charles Jones are members. Their work has

resulted in Laura Mazow chairing the Honors and Awards Committee. All Committee reports are available online. Other Committee chairs and their Committees include Bob Cargill, Chair of Media Relations Committee; Erin Darby and Robert Darby, Co-chairs of the Junior Scholars Committee; Jennie Ebeling, Vice President for Membership and Chair of the Membership Committee; Stefanie Elkins, Chair of Outreach Committee; Elise Friedland and Andrew Smith II, Co-chairs of the Annual Meeting Program Committee; Charles Jones, Chair of the Publications Committee; Oystein LaBianca, Chair of Committee for Archaeological Policy and Research; Laura Mazow, Chair of the Honors and Awards Committee; Suzanne Richard, Chair of the Regional Affiliations Committee; and Jacob Wright, Chair of the Lectures Committee. Directors of the Regional Schools sit in on the CCC. The Lectures Committee has pooled resources with the Regional Affiliations Committee. The Program Committee reported success at the Annual Meeting. There was discussion whether it is advisable to vet papers more thoroughly. Program Committee has written a new procedures manual, which is found in the CCC Report.

BE IT RESOLVED that the Executive Committee accepts the recommendation that Chris Rolliston and Bethany Walker be added to the Editorial Board and forwards the recommendation to the Board. This is a motion and a second. PASSED UNANIMOUSLY.

Two vacancies have appeared on Committee on Publications. Lynn Swartz Dodd has been nominated.

BE IT RESOLVED that the name of Lynn Swartz Dodd be recommended to the Board for appointment to COP. This is a motion and a second. PASSED UNANIMOUSLY.

Jim Weinstein signals his intent to retire as editor of *BASOR* soon. The journal has increased pages and gone to color under his aegis. Jones has put in place a search committee for a new Editor. Three books are out this year in time for this meeting. We may have three or four books out next year at this time. The next phase in the presentation of *BASOR* is a redesign. There will no longer be a table of contents on the front cover. It is hoped that the new design will be completed in time for March issue, 2013.

10. Membership: In the absence of Theodore Burgh, Andy Vaughn made some comments. There was conversation in the EC meeting about the annual membership meeting. He reported that the Membership Meeting yesterday was at 7:00 am on Friday because of the Oriental Institute reception was Thursday evening and because scheduling it opposite papers would take out 40 paper slots. Next year the Membership Meeting may be on a different day and/or different time. The Executive Committee discussed the Honors and Awards sessions of the past few years and asked Sharon Herbert to take the concerns of the EC to the Program and Annual Meeting Committee.

11. Executive Director: Andy Vaughn reported that the ASOR/BAS events have been well attended by non-specialists, many of whom were in contact with ASOR for the first time. The third event is scheduled for Jan 23, 2013. Baltimore is the venue for the Annual Meeting next year. We have talked about having an Archaeology Fest on Saturday or Sunday. We have talked about partnering with BAS in Baltimore, but they are not sure they want to. In 2014 the venue is San Diego. San Antonio is scheduled for 2015. Boston is the venue for 2017 and 2020. The

Executive Director visited the regional centers last summer: AIAR in Israel, ACOR in Jordan, and CAARI in Cyprus were very hospitable. Next year B.W. Ruffner has expressed interest in accompanying him, so perhaps other Trustees will also visit sites and persons to see how ASOR might offer services. ASOR blog, newsletter, and Facebook efforts continue, and we plan to start an effort called "Friends of ASOR." We are reaching the goals set. Webinars are on the horizon. The Media Relations Committee and others have been brought in. We will see some advertisements going out in Jan or Feb of 2013.

Andy then reported on his travels since the last board meeting... During Apr 27-May 4 Andy Vaughn traveled to Southern California and Las Vegas to visit donors. Larry Geraty helped. (An anonymous donor has made a pledge for monies to support this planning.) He traveled to New York. From July 11-29 he visited Israel, Jordan, and Cypress, and returned to Israel. He met with P.E. MacAllister in Indianapolis and visited with Larry Geraty in California with donors. From Nov 1-5 he met with Mark Lanier in Texas, etc. He has planned to meet with donors through from January 2-15, 2013. Other trips will be added as needed.

12. President's Report. Mary Allen Lane of CAORC (Council of American Overseas Research Centers) could not come this time, but they have interest in joining us. They have moved their offices to a new workplace in the Smithsonian. Title VI funds now go only to CAORC, so no other centers have received funding. Lynn Swartz Dodd has researched ASOR's prior history in adopting statements on ethics and best practices and soliciting feedback from the Committees. The next step is what kind of ethics policy we want to have. The Board charged Tim Harrison with the task of finding a new Chairman. There has been a public call for nominations. The Committee asked for feedback on the role of the Chair. Had conversations with many about possible nominees for the position. July 1, 2013 – June 30, 2015 would be the next Chairs new term.

13. Old Business--None

14. New Business--None

15. Announcements--None

16. Adjourn—12:12 pm.

Respectfully submitted,  
James F. Strange, Secretary