

Executive Committee Meeting
Westin Waterfront Hotel
Boston, Mass
21 November 2008
DRAFT MINUTES

PRESENT: P.E. MacAllister, Chairman, Tim Harrison, President, Eric M. Meyers, Past President, Tammi Schneider, Vice President for Membership, Michael Homan and Morag Kersel, Co-Vice Presidents for Programs, Jeffrey A. Blakely, Vice President for Publications, Ann Killebrew, Vice President for Archaeological Research and Policy, Jim Strange, Secretary, Sheldon Fox, Treasurer, Orly Nelson, B.W. Ruffner, Andy Vaughn, Executive Director.

ABSENT: Joe Seger

1. Call to Order. 10:33 am by P.E. MacAllister, Chairman.
2. Approval of Minutes from the Fall Meeting (September 20, 2008). APPROVED AS DISTRIBUTED.
3. Approval of Agenda. The Agenda was APPROVED by voice vote with one change to move Ann Killebrew's report earlier.
4. By-Law Amendments—Tim Harrison
BE IT RESOLVED that the proposed "amendments to the By-Laws" be accepted as distributed. Moved by Tim Harrison; seconded by Tammi Schneider. APPROVED UNANIMOUSLY.
5. New Board Appointments—Tim Harrison announced that the new Institutional Trustees elected at the Membership Meeting were Joseph Greene, Carol Meyers, and Gary Arbino. Individual Trustees elected were Suzanne Richard, Beth Alpert Nakhai, and Jennie Ebeling.
BE IT RESOLVED that the elected slate be approved by the Executive Committee. Moved by Eric Meyers, Seconded by Tammi Schneider, APPROVED UNANIMOUSLY.
6. Nominations Committee Report (J. Blakely).
BE IT RESOLVED that the nomination of Øystein LaBianca be approved for VP for CAP to serve a three year term starting 1 January 2009 extended back to 22 Nov 2008. Moved and Seconded by the Officer's Nominating Committee. There was extensive discussion of the President's announcement at the Membership Meeting that Sten LaBianca is the nominee for VP for CAP. There was some agreement was that this was a mistake, as it may be interpreted as tying the EC's hands. It was suggested by Ann Killebrew that in the future the selection of officers be as democratic and representative as possible. The Nominating Committee should rank all nominees and send them to the appropriate Board so that the Board makes the selection. PASSED with three abstentions.
7. Treasurer's Report—Sheldon Fox.
 - a. The Treasurer called attention to the Audit by Romeo, Wiggins & Company, especially the line showing Total Assets. He noted that cash is about 40% of the total Assets. Most of the investments are invested in equities.
BE IT RESOLVED that the Audit by Romeo, Wiggins & Company, L.L.P. be approved. Moved and seconded by the Finance Committee.

c. There were two policies to be adopted by the Board, namely, the Whistleblowers' policies and the Conflict of Interest Policy. These are recommended to the EC by the Finance Committee. The IRS desires that we have such policies.

BE IT RESOLVED that the Conflict of Interest Policy be approved as presented. It was moved and seconded by the Finance Committee. PASSED UNANIMOUSLY.

d. BE IT RESOLVED that the Whistleblower policy be emended to conform to the emendations to the By-Laws and be accepted. This is a motion and a second from the Finance Committee. PASSED UNANIMOUSLY.

e. BE IT RESOLVED that Andy Vaughn be moved to the status of "Employee". This is to be in compliance with the facts of employment and at the recommendation of the auditors. This was a motion and a second from the Finance Committee. PASSED UNANIMOUSLY.

f. Update on the current financial status. The declines in the equities markets cost ASOR a decline of \$391,000 in investments. As of Oct 31 these accounts are below the corpus figure. ASOR had budgeted for \$14,000 of distributions from the income for the operating budget. The Finance Committee recommends that we not take distributions from the earnings from the endowment. We can reevaluate that at the end of the year.

The Harris Fellowship Fund has no income as of Oct 31 and is likely below \$80,000 now. The Finance Committee recommends that we not take distributions from the Harris Fund.

The Platt endowment is low due to the market. The Finance Committee recommends a target of a 5% distribution from the Jan 1 total earnings.

The Opportunity Fund is more conservatively invested with about 37% in cash. They have enough cash on hand to publish the books in the pipeline. There is no recommendation about the Opportunity Fund.

BE IT RESOLVED that the recommendations of the Finance Committee that we not take distributions from the Endowment and not from the Harris Fellowship Fund, and that we target a 5% distribution from the Jan 1 earnings of the Platt Endowment be accepted. This was moved and seconded by the Finance Committee. PASSED UNANIMOUSLY.

8. CAMP Report—Michael Homan & Morag Kersel.

BE IT RESOLVED that the Executive Committee affirm the appointment of E. Friedland and A. Smith as Co-Chairs of the Program Committee. This was a motion and a second from CAMP. PASSED UNANIMOUSLY.

9. COP Report —J. Blakely.

a. BE IT RESOLVED that the Executive Committee affirm the reappointment of M. Allen to COP (class of 2011); the appointment of C. Rollston, J. Cahill West, and Bill Schniedewind to the *BASOR* Editorial Board (2009-2012); the appointment of G. Fassbeck and J. Ebeling as Assistant Editors of *Near Eastern Archaeology*. This was a motion and a second from the Committee on Publications. PASSED UNANIMOUSLY.

Jeff Blakely asked the President and Chairman to write thank you notes to Joseph Greene and to Nancy Serwint for their long editorships of *NEA*.

10. CAP Report—Ann Killebrew. CAP has decided that only North Americans can be PIs of affiliated reports. Ann Killebrew recommended that CAP take possession of their web site and be responsible for forms. Chris Tuttle and Lynn Swartz Dodd of CAP led the enthusiasm for doing so. Øystein LaBianca was also in favor and pledged to take action. There were six applications for new affiliation. Most approvals were approved provisionally upon receiving a license. We now have about 60 field/publication projects.

Ann added that she feels very strongly that one person should not chair more than one committee. It should be in the By-Laws. She sees this as a matter of ethics.

Recommendations: (1) CAP should take ownership of the CAP process, especially on the web page. (2) There should be a contact person in CAP to get things done. The new VP for CAP should work with Andy Vaughn so that not everything go through Andy. (2) Guidelines for deadlines etc. should be taken seriously. (3) Soon there will be fellowship and grant applications. Based on this year's experience, Ann Killebrew expressed hope that the computer system will work better and the deadline be moved to Feb 15 so that the students can know in a timely fashion whether they received a grant. Ann thanked the members of CAP. Andy Vaughn added that the new forms are posted automatically so that all fellowships will be on one page for the committee members. The President thanked Ann for her persistent efforts on behalf of CAP and of ASOR.

11. Membership Report—Tammi Schneider). The requirement that CAP affirmed, namely, that PIs be North American Citizens, hampers the work of the Membership Committee, specifically with Institutional Memberships. Perhaps we should have an Institutional Membership meeting every 2nd year, as there is not enough business for annual meetings. Tim Harrison volunteered to help in sending letters to prospective institutions. Another way to build membership is to recruit from historians, conservators, museum studies people, etc.

12. Tim Harrison, President, interjected an issue from the Baghdad Committee:

BE IT RESOLVED that the Executive Committee empowers the President (1) to work with the Baghdad Committee to formulate a formal proposal on the policy of publication of unproveniented tablets, (2) to work with the committees that he sees as appropriate to vet the proposal, and, once such vetting has taken place, to take the proposal to the Board by email or at the spring board meeting as the President sees fit. B.W. Ruffner moved; Jeff Blakely seconded. PASSED UNANIMOUSLY.

12. Strategic Planning Process and Development Update—Tim Harrison). The President notes that the number of Trustees giving at this point is higher than it was for last year. The strategy is to build grassroots support.

13. Legacy Fund/Planned Giving Initiative—Andy Vaughn. Waived until the Board of Trustees meeting.

14. 'Libel Tourism' Issue. Andy Vaughn will send out an email on this issue. COP will talk about this as well. Andy Vaughn asks that the Executive Committee reflect on the email and give him feedback.

15. Chair's Report—Waived.

16. Executive Director's Report—Waived.

17. President's Report—Tim Harrison. There were significant discussions in the Damascus committee, which has a new chair and is very active. Some junior members are being appointed. The bigger issue is the Qarqur agreement, which will end this fiscal year. ASOR holds the site license for the Qarqur excavations. There needs to be a good transition to a new Director. We also

want good relations with the Syrian government. The President recommends that we renew the Qarqur Agreement but without the financial commitment. The Saudi Arabia Committee is under discussion to become active again.

18. Old Business—None.

19. New Business—None.

20. Announcements—None.

21. Adjourn—12:38 pm by P.E. MacAllister, Chairman

Respectfully submitted,

James F. Strange, Secretary