



**ASOR Executive Committee Meeting (virtual)
April 15, 2023, 1:00-5:00pm EDT
Via Zoom**

Present: Emily Miller Bonney, Lynn Dodd, Sheldon Fox, Sharon Herbert, Chuck Jones, Ann-Marie Knoblauch, Eric Meyers, Andy Vaughn (non-voting)

Absent: Susan Ackerman, Jane DeRose Evans, Joe Seger

Guest: Marta Ostovich

Preliminary Matters (1:00-1:10)

1. Call to Order (Sheldon Fox-SF)
 - The meeting was called to order at 1:04 PM
2. Approval of Agenda (SF) Approved without corrections.
 - The agenda was approved on consent.
3. Approval of the Minutes from the February EC Meeting (SF).
 - Ann-Marie will make some formatting changing.
 - Emily moved, Eric seconded. Unanimously approved.

Committee Reports and Discussion/Action Items

1. Finance Committee and Treasurer's Report (Emily Miller Bonney-EMB 1:10-1:30)
 - Emily invited questions on the March 29th finance committee memo.
 - Lynn commented on the clarity of the report.
 - Emily noted that there are two items requiring action by the EC (bullets (a) and (b) below)
 - a. Amending Investment and Spending policy for rebalancing new gifts (see bulleted list in Exhibit D).

- There was discussion of how new gifts are invested. The normal policy is one month at a time unless the donor requests otherwise.
- Sheldon noted that this is a good policy, the larger the gift, the more careful you want to be regarding how it is invested.
- This amendment is the unanimous recommendation from Finance Committee.

Eric seconded.

BE IT RESOLVED that the Executive Committee recommends that the Board accept the recommendation of the Finance Committee to amend the Investment and Spending Policy as outlined in Exhibit D.

Unanimously approved.

b. Amending the Travel and Entertainment policy.

- This was the result of a request from the State Department (see Exhibit E, Pages 18-26) to revise our policy. ASOR submitted paperwork to meet that request, but have not yet heard back.
- The Board is being asked to approve the policy provisionally, and the policy will become permanent at the November meeting, pending a response from the State Department to our submitted policy revision.
- This motion is the unanimous recommendation from Finance Committee.

Chuck seconded.

BE IT RESOLVED that the Executive Committee recommends that the Board accept the recommendation of the Finance Committee and accept the changes to the travel and entertainment policy as laid out on pages 18 to 26 of the ASOR Financial Management Procedure and Capacity document (Exhibit E).

Unanimously approved.

- Andy noted the term Assistant Director will be switched to Finance Manager (These are functionally the same thing.).

2. Review budget forecast for FY23 and act on budget for FY24 (Andy Vaughn-AV 1:30-1:45)

- This comes as a recommendation from the Finance Committee.

Chuck seconded.

BE IT RESOLVED that the that the Board of Trustees receive the FY23 Budget to Forecast report and adopt the Proposed FY24 Budget as received from the Executive Director and the Treasurer, and as recommended by the Finance Committee and the Executive Committee.

Unanimously approved.

3. Other Finance action items (AV 1:45-1:55)

- Act on recommended change to investment policy (Exhibit D) (See above under Finance Committee and Treasurer’s Report)
 - Act on recommended change to travel and entertainment policy (Exhibit E, pages 18–26) (See above under Finance Committee and Treasurer’s Report)
4. Update on fellowships and grants awarded (AV 1:55-2:10)
 - Lynn thanked Andy and Marta for the clear fellowships and grants handout.
 - There was discussion of the growth of the fellowships and grants program. There were 26 applications for excavation grants.
 - Andy reported on the new Dar Ben Gacem Research Fellowship.
 - ASOR’s fellowships and grants have more than doubled in ten years. The number this year is slightly lower than last year, when monies not spent during COVID were distributed.
 - Andy noted the success is based on the fellowship committees that are staffed by volunteers. He recognized their hard work and service. Sheldon suggested adding this information to the report.
 5. Development Committee Report (Lynn Swartz Dodd—LSD, SCH, SF, and AV 2:10-3:00)
 6. Further Discussion on ASOR 2025—Strengthening Our Foundation | Expanding Horizons—A Call to Action. Fundraising for ASOR’s 125th anniversary, goal five million dollars—see posted Provisional Development Statement for ASOR 2025)
 - Lynn reported on the proposed theme for the 2025 fundraising Initiative, which is captured in a one-page document. Lynn invited feedback and thanked Andy, Sharon, and Sheldon for putting this draft together.
 - a. Report on results of silent phase (AV)
 - This includes confidential outreach to members of the Legacy Circle done by Andy, Sheldon, and Sharon.
 - There are currently 39 members, and the goal is to have 40 by the end of the fiscal year.
 - Lynn will put together instructions on allocating gifts.
 - Legacy Circle members were asked to share their plains if they are comfortable doing so. ASOR has commitments of \$600,000 in addition to \$614,000 in cash gifts already received. This means the initiative is already at \$1.2 million.
 - Three people were approached for lead contributions, and they have committed \$1.5 million. The committee is still waiting for one more person which would put ASOR at \$3 million.
 - The EC was impressed.
 - There was discussion of when to go public with the fundraising initiative and it was concluded that the EC recommends that Board go public with this initiative.

Lynn moved, Eric seconded.

BE IT RESOLVED that the Executive Committee recommends that the Board of Trustees establish and go public with a fundraising initiative, ASOR 2025— Strengthening Our Foundation | Expanding Horizons—A Call to Action, in the amount of five million dollars in celebration of ASOR’s 125th year.
Unanimously approved.

- Andy asked that the Board empower the Development Committee to change/revise the name if necessary.
- Chuck pointed out that *Ma’arav* needs to be added to the Publications section.
- Lynn noted how things have changed for ASOR in the past 20 years for the positive.

b. How to proceed (SF)

- Think about what ASOR will look like at the end of the campaign in 2025 and put together a document that reflects this. What will ASOR look like in 2025 after a successful campaign?
- Quick work and responses from about half of Legacy Circle members and approaching major donors.
- Reach out to the Board about their commitments to the initiative. It is important to ask them early.
- The Development Committee can work on these next steps. Sheldon noted that it would be nice to have good progress report by AM24 in November.

c. Tunisia trip (AV):

- Andy stated that there is a small group of six who are interested in this trip.
- ASOR’s partners from the Sahel are coming as well.
- The goal is to let key leaders and supporters see first-hand the work that ASOR is doing.

Break 2:02-2:12

7. Update on Plans for 2023 Hybrid AM in Chicago (SCH, AV 3:15-3:30)

- Sharon and Andy reported that ASOR is hopeful and confident about the hybrid meeting format.
- ASOR will provide laptops that are set up with what is necessary for the session. Powerpoints will be loaded the day before the session.
- ASOR is increasing funding for students and Early Career scholars to serve as session support. Jared will be working with the staff on this training.
- Hoping to continue 12-15 hours of simultaneously translation for sessions.
- Virtual participants will only see the speaker and the others participating virtually. They won’t see the people in the room. The downside will be if a

virtual participant wants to ask a question. The participants in the room will have a fuller experience.

- There was discussion of the hybrid format and the fact that this is the fourth meeting where ASOR is doing something new.
 - This hybrid format aligns with what similar societies have done.
8. Location of 2024 and 2028 AM (AV and SCH 3:30-3:40)
- Sharon and Andy reported that ASOR is close to signing contract with the Boston Park Plaza for 2024 and 2028. This will mean ASOR is in Boston 2024, 2025, and 2028 (SBL is also in Boston 2025 and 2028).
 - The Washington/Baltimore area is a possibility for 2027 and ASOR will be in Chicago in 2026.
9. CCC Activities (Chuck Jones 3:40-3:50)
- Chuck noted that the new DEI committee has been a good influence. The CCC continues to be useful for conversations between chairs and to share news. The April meeting is Monday and the CCC is hoping to determine the plenary speaker for 2024.
 - The CCC is also working on regularizing member terms and classes. The issue of terms will be further addressed by Ad Hoc Committee on Governance.
 - Chairs and members are volunteers and do a huge amount of work. Chuck expressed gratitude to chairs for their service and to Marta for her help with coordinating the meetings.
10. Climate Impact Report discussion and action items (SCH, AV 3:50-4:15)
- Sharon reported that the CCC and EC have discussed the Climate Impact Report over the past 2 months.
 - The Annual Meeting format and location have already been agreed upon. The Climate Impact Report has also been published on the website, though ASOR should work on publicizing our efforts more widely.
 - Andy mentioned the Sustainability Fund. A donor has offered \$20,000 as a matching fund. There was discussion of the Sustainability Fund and the types of projects it could fund, how to encourage people to donate to it, and how to publicize it.

Lynn moved. Eric seconded.

BE IT RESOLVED that the Executive Committee recommends to Board that ASOR establish a pilot climate impact sustainability fund to provide funding for ASOR members to carry out projects in the Near East and wider Mediterranean regions that would address the range of issues identified in the climate report that was received by the ASOR Board at its 2023 November meeting.

Unanimously approved.

There was discussion of when to put recommendations to the Board.

There was further discussion of the climate impact sustainability fund and CAP's role in promoting it in countries. There was also a suggestion for committees to form climate-impact subcommittees which will be brought to the CCC.

Committee recommendations to adopt:

- Meeting Format: Hybrid meeting (in-person, with live-streamed remote participation)
 - This is happening in 2023.
- Meeting Location: For the most part limit the venues to Chicago and Eastward
 - For the next few years, this is happening.
- Meeting Operation: ASOR staff should continue the practice of discussing sustainability requests with hotel management. ASOR should also continue to reduce or even eliminate the distribution of paper programs and tote bags.
 - The ASOR staff is working on this.
- Publish the report on ASOR's website. Publicize ASOR's efforts.
 - This has been done.

Committee recommendations to consider:

- Promoting and Incentivizing Sustainable Choices: how?
 - This is easy to say, but how do we carry this out?
- Carbon Offsets: General skepticism about effectiveness and a sense that the money could be spent better. Instead raise money to create a sustainability fund?
 - Andy suggested a Sustainability Fund at the Feb meeting. Instead of purchasing carbon offsets, travelers to the AM could make gifts of 5-10% of what they spend on plane tickets. From this fund, as an example, excavators could go to the field a week early and do something related to sustainability in the places where they work. However, given the intensity of preparing for a field season, this would be a challenge for dig directors.)

11. Status of the Ad Hoc Committee on Governance and the Ad Hoc Committee on Contested Territory Language and Guidelines (SCH 4:15-4:30)

- Sharon reported that the ad hoc Governance Committee is fully formed, and the charge has been sent out. The committee will provide a report by next November.
- The ad hoc Contested Territory Language Committee is also fully formed.
- Emily noted that the Governance Committee met on Wednesday. The committee is reflecting on whether ASOR needs to change and assigning members to examine what other organizations do.

12. Future Spring Board Meeting Venues (SCH 4:30-4:40)

- Sharon noted that the Spring Board Meeting has been virtual for the past two years. There was discussion of the benefits of meeting in person, climate

impacts, alternating in-person and virtual meetings, and the less-structured interactions that happen with an in-person meeting.

- There was also discussion of the timing of the meeting.

13. Personnel Committee Report on Annual Evaluation of Executive Director (SCH 4:40-5:00)

The meeting adjourned at 4:17 PM.

Respectfully submitted,

Ann-Marie Knoblauch
with assistance from Marta Ostovich