

# CAA2016 ANNUAL GENERAL MEETING

Held on Thursday, March 31<sup>st</sup>

Started 15:30.

## AGENDA

- 1) (Draft) Minutes of the CAA2015 Annual General Meeting held on April 1<sup>st</sup> 2015, Siena, Italy  
Accepted as a true record.

- 2) Matters arising  
None.

- 3) Chairman's report  
The CAA Oslo organisational team is thanked.  
The Officers are thanked.  
Hembo is thanked.

Gary's term as chair will come to an end in 2017 in Atlanta. Members are invited to suggest candidates for the next chair of CAA.

Tom is up for re-election in 2017. Members are invited to stand as candidates for the post of secretary.

César will stand down in 2018.

Recycling award: Julian Richards thanks all entrants this year. Members are encouraged to put themselves forward next year.

The winner of the 2016 recycling award is Kelsey Reese.

The chair thanks previous year's Nick Ryan bursary recipient Chiara Piccoli.

The membership is reminded that they can vote for this year's NR bursary candidates through an online poll.

- 4) Membership Secretary's report  
CAA has 350 registered members.  
Of these, 53% are regular members.  
The Oslo conference was attended by 356 delegates. This number includes volunteers who did not need to register or pay membership fees.  
Members come from 37 countries.

- 5) Treasurer's report  
1 January 2015 balance: 18,322.44EUR  
Income 2015: 197,996.62EUR.  
Expenses 2015: 175,690.17EUR.  
Both income and expenses are high because CAA Siena used our bank account to receive registration and pay bills.  
31 December 2015 balance: 22,287.11EUR  
There is therefore an increase in our balance of just below 4000EUR. Half will be spent on bursaries for CAA Atlanta, and half for publication costs.

Significant costs were incurred in setting up and maintaining OCS, but this cost significantly decreased as compared to previous years and is expected to keep on decreasing since the system is now established.

The membership is invited to pay a membership fee even if they do not attend the conference.

Conference organisers (from this year on) use OCS and agree to be charged for using it (500 €), still saving money compared to using any other professional system.

A financial audit of CAA was performed the morning of 31 March 2016 by Lisa Fischer, Daniel Löwenborg, and Christine Markussen. Lisa confirmed to the AGM that the audit was fine.

The treasurer thanks the membership and ESC for his years as an officer.

#### 6) Publication Officer's report

We aim to solve the ongoing problems of the CAA2013 proceedings. It was printed in Spring 2015, but AUP did not manage to ship them to Australia and there is still no online volume.

Proceedings of CAA 2015 are published by Archaeopress, the online version is available.

Digital archive Tuebingen: this is our long-term storage solution and a contract has been signed with Tuebingen, but we have encountered delays.

Matthias Lang clarifies: Tuebingen is working on the metadata and a student is helping them with this.

New proceedings in Open Journal System (OJS): from this year on all proceedings will be online with print on demand (POD). This is because of recurring problems with the OCS which we used to use for reviewing. This is the first year we have used OJS so it will take more work. The reviewers database will have to be moved again and the membership will be notified of this. Tests with using OJS will be performed in April and we expect it to open in early May.

#### **Vote on CAA journal bid:**

Members are invited to express an interest in being on the editorial board.

The AGM needs to vote on the financing model and the publisher.

Vote 1: does the membership want a CAA journal fund? We do not vote now on the shape or form of this fund, but only on the principle of such a fund.

The AGM was asked for thoughts:

Romanowska: what are the amounts involved?

Verhagen: we cannot confirm this exactly. We will need to do some financial modelling of this.

Lock: the aim of this fund is to help members who cannot raise the APCs, and therefore the amounts involved will need to enable this.

Johnson: this budget will need to take into account our system of printing fees for the proceedings.

Gruber: what about other open access funding options? Journals that do not charge APCs? Did the publication officer look into these options? Gruber will contact Verhagen about this.

A vote was held and the motion was carried unanimously.  
(one proxy vote was recorded in favour of the motion)

Vote 2: does the AGM give the officers the mandate to start negotiations with a specific publisher?

The AGM was asked for thoughts:

Crabtree: how did we arrive at these three publishers?

Verhagen: in total we approached six publishers. These three expressed an interest.

Yperman: how considerable is the investment by CAA for Springer.

Verhagen: 30 papers need to be published per year.

May: what are the policies of the three concerning online data publication.

Verhagen: Ubiquity was open about it; CUP was not very specific.

Rocks-Macqueen: what is the full amount of the CAA discount.

Verhagen: 30%.

Sarris: what about colour images and page count costs. And is there an overlap of proceedings and journal.

Verhagen: 1) this is open to negotiation. 2) those who presented at the conference can submit in both proceedings and journal. But this is open to negotiation and a policy document will still need to be drafted.

Rocks-Macqueen: what are the number of years of commitment to each publisher?

Verhagen: Springer and CUP 3 years, Ubiquity open.

Lambers: are there differences in the arrangements because this will be a journal explicitly associated with the international CAA conference?

Verhagen: this is part of the negotiation process, but it will be a 'computational approaches in archaeology' Journal open to any paper submission.

Wren: what support can we expect from the publishers?

Verhagen: each will give us support through their online journal management system. This needs to be negotiated in detail.

A vote was held: all in favour of giving the ESC the mandate to start negotiations with...

Springer: 5

CUP: 10 (+1 proxy vote)

Ubiquity: majority

A majority of the AGM voted for Ubiquity Press.

The publication officer thanks the membership and ESC for his years as an officer.

## 7) Student/Low Income report

John Pouncett's statement was read out by Gary.

59 bursaries were awarded for CAA 2016: about 15905EUR.

This is higher than previous year because it includes uncollected bursary money from CAA2015 in Siena.

8 awarded bursaries were declined.

Bursary amounts ranged between €170 for non-presenters up to €420 for non-European students.

Changes were made following the discussion at the AGM in Siena: 1) the application and announcement process was done earlier. 2) amounts awarded were increased so that they covered at least registration fees. 3) successful applicants were asked to confirm their acceptance of the awards.

John thanks the ESC and the local organisers.

There are no comments from the members or those who received bursaries.

8) Vote on the validity of the new constitution (attached)

Key changes include: ScC; bursary ESC post; treasurer points

Gary points out to the AGM what sections have changed (4, 4.5, 4.6, 4.10).

The new constitution was carried unanimously by the AGM

9) Presentation of the new Scientific Committee.

Gary read out the tasks of the ScC, and explained the motivation behind the selection of members.

Paul Reilly accepted to be chair.

All members of the new ScC are thanked.

Chair:

Paul Reilly

Members:

Athos Agapiou

Alžběta Danielisová

Lisa Fischer

Sorin Hermon

Jeremy Huggett

Tuna Kalayci

Hector Orengo

Eleftheria Paliou

Heather Richards-Rissetto

Apostolos Sarris

Stephen Stead

10) Presentation of the new Outreach SC Officer.

Ulla Rajala is thanked and is CAA's first outreach officer.

Gary reads out the tasks of the new outreach officer and Ulla's motivational statement.

There are no comments from the membership.

11) Election of ESC officers.

The present Treasurer, Axel Posluschny, is stepping down.

The present Publication Officer, Philip Verhagen, is stepping down.

A new post of Bursary and Student/Low Income officer is opened. Candidates were invited to express an interest by a deadline of 29 February 2016. Arianna Traviglia will stand for the Publication Officer post, John Pouncett will stand for the treasurer post, James Miles and Phil Riris will stand for the Bursary and Student/Low Income post.

Axel and Philip are thanked for their work as officers of CAA and made honorary life members.

Election of John Pouncett as treasurer: John's motivational statement was read by Gary. John's election was unanimously carried.

Election of Arianna Traviglia as publication officer: Arianna presented herself and gives a motivational statement. Arianna's election was unanimously carried

Gary mentioned the tasks of the new bursaries and student/low-income post.

James Miles gave a motivational statement.  
Phil Riris gave a motivational statement.

Results of the vote: James Miles 47 (+ 1 proxy vote); Phil Riris 27 (+ 4 proxy votes).

James Miles is elected as CAA's new bursary and student/low-income officer.

#### 12) CAA2017 – Status of preparations and information for participants

Presentation was given by Thom Whitley in name of the organising committee.

There were no comments from the AGM.

#### 13) CAA2018 – Presentation of bid(s)<sup>1</sup>

Bid by Matthias Lang and Volker Hochschild for Tuebingen.

The officers are happy to support this bid.

A majority of the AGM voted in favour of this bid: unanimously carried.

CAA2018 will take place in Tuebingen.

#### 14) CAA2019 and beyond - Bids are invited for 2019 and 2020.

Kasper Hanus: Krakow is considering a bid in 2019. A formal bid will be presented at next year's AGM.

#### 15) Reports by national chapters (NCs)

Danish NC: Claus Dam proposes a new Danish NC. Denmark has a strong tradition of contributing to CAA. A first AGM will be held in June with elections for officers. Carried unanimously by the AGM: a new Danish NC is created.

Lambers, DE: active. Annual meeting in Hamburg 100 participants. Joint meeting with NL-FL is scheduled for November. Will be involved in preparation of Tuebingen conference.

Hanus, PL: joint Visegrad meeting was held. Meeting in Gdansk next year, with support of national maritime museum and Gdansk university of technology. Taking steps to register NC as a legal Polish institution.

Jerem, HUN: contributed to Digital Heritage conference. Central European University hosted a meeting. Joint Visegrad meeting was a great success. Recently organised a 6 month MA course in digital heritage.

Barcelo, ES: this year they will organise a conference with Portugese and French colleagues.

Sarris, GR: online proceedings 2014 on website. Organised in 2015 a session in Cyprus on remote sensing. 19 December 2016 University of Athens meeting. Expecting a bid for next conference by Cyprus for 2018.

NL-FL: successful conference in Amsterdam, many delegates. Next meeting in Ghent with DE NC in November.

#### 16) CAA session at WAC

Verhagen: CAA will chair two sessions in Kyoto the end of August, the membership is invited to participate.

Fischer, DH: organised a session in Granada. Groups of 5 min talks around a theme and panel discussion.

#### 17) Any other business

Axel will stay after the meeting for 50mins for those who still need to claim bursaries.

Romanowska: Report of SIG complexity. Two days workshop made possible thanks to Espen's collaboration. About 100-120 members. Members are invited to join the SIG.

Espen: communicated conference dinner logistics.

Chair closes meeting at 17:29