UNAPPROVED MINUTES FOR THE COLORADO COUNCIL OF PROFESSIONAL ARCHAEOLOGISTS' 2019 ANNUAL BUSINESS MEETING & AGENCY REPORTS

Submitted by Michael Prouty, Secretary

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Annual Business Meeting

Time: 8:15 a.m.–11:00 a.m.

Call to Order

Cody Anderson called the meeting to order at 8:15 a.m. He asked for any additions or changes to the agenda, with three bylaw change votes and a discussion of scholarships added to the New Business. Mr. Anderson asked to waive the reading of the 2018 Annual Business Meeting Minutes and to approve the minutes with corrections. Bridget Ambler made the motion and Dr. Mark Mitchell seconded the motion, with the voting members approving the motion.

Officer's Reports

State of the Organization
Mr. Anderson discussed actions taken in the past year for the organization and the EC, including increasing student involvement, continued management of the organization's growing financial accounts, and the establishment of the Programmatic Agreement Review Committee.

Treasurer Report
Marcy Reiser reported that the Treasurer position received a new computer, that she has been working on the new online version of Quickbooks, and that she was working on the 2018 taxes.

Secretary Report
Michael Prouty stated that he had nothing to report. He asked that if anyone had correspondence or documents that needed to be archived to send them to him for the upcoming donation to the Denver Public Library.

Committee Reports

Membership Committee
Jon Horn provided a brief report regarding membership updates, including that the organization's membership numbers went up in 2018 and hopes that growth continues. He asked that if a member has a different email to use, please contact him.

Ethics Committee
Marilyn Martorano reported that there have been no ethics complaints.

Newsletter Editor
Jaclyn Mullen thanked the newsletter committee for their help over the last year and noted that Angie Krall has stepped down from the committee to serve as President. She reported that Kelly Pool has volunteered to fill the vacant spot. Ms. Mullen mentioned that the committee is always looking for articles to be published in the newsletter and should be submitted to her.

Webpage Editor
Mary Sullivan stated that there was nothing to report regarding the webpage. She requested that if a member submits an article to the newsletter to send it to her as well to publish on the website.

Publications Committee
Ms. Pool reported that the CCPA publications are still making money and that that number of hard copies is decreasing. She mentioned that a high quantity of *Ancient Colorado* remains and donations are still being distributed to education venues. She noted that there are ongoing discussions regarding the future of the contexts, including making them digital.

Ward Weakly Scholarship
Dr. Mitchell gave a brief report on the status of the scholarship, including that no applications had been received for this year.

Native American Initiatives Committee
Greg Wolff stated that the main goal of the committee during the past year was to increase awareness of the scholarship, in order to attract applicants. He noted that the committee will be meeting with CAS to discuss possibly awarding a joint scholarship. He thanked the membership for approving giving the committee the leeway to award multiple scholarships, and that last year two scholarships were awarded.

Education Committee
Rebecca Simon reported that the committee is in discussion with the BLM to extend the Project Archaeology agreement. Ms. Simon reported on the various workshops and trainings that committee members attended over the past year.

Student Affairs Committee
Nathan Boyless had nothing to report and stated that the first committee meeting will be happening later in the day.

Financial Committee
Mr. Boyless gave a brief report regarding the actions of the committee, including drafting a proposal for the treasurer-elect position and researching options regarding retaining possible financial advisors for the organization.

Awards, Resolution & Recognition Committee
Michelle Slaughter had nothing to report.

Email Listserv Update
Mr. Anderson reported that the listserv is looking into another owner to host the listserv.

Programmatic Agreement and Compliance Review Committee
Dr. Kimball Banks stated that the committee reviewed six documents from the BLM, FEMA, and the USFS over the last year.

Fort Carson: 106 Consultation Liaison
Dr. Banks and Mr. Anderson reported on the past year's activities, including meetings and a review of the draft context for Pinon Canyon and Fort Carson.

New Business
Bylaw Changes
Mr. Anderson asked the membership to discuss three proposed bylaw changes.

- Proposed Bylaw Change "A" is a change to Article III, Section 1, that would remove the need for three professional references for the membership application. A discussion was had among the membership regarding the change. Dr. Mitchell made a motion to accept the bylaw change as presented, Dr. Norton seconded the motion, and the change passed with a vote of the membership.

- Proposed Bylaw Change "B" is a change to Article IX, Section 2, which proposes adding a Treasurer-in-training as an elected position that will serve as the Treasurer during the second year. A discussion was had among the membership regarding the change. Dr. Adrienne Anderson made a motion to change the title from Treasurer-in-training to Treasurer-Elect. Dr. Mitchell seconded the motion and membership voted to change the title. Mr. Boyless made a motion to accept the change to the bylaw and approve the creation of the Treasurer-elect. Anne McKibbin seconded the motion and the motion passed with a vote of the membership.
- Proposed Bylaw Change C is a change to Article III, Section 4 regarding the qualifications and procedures regarding the nomination of a CCPA Fellow. A discussion was had regarding the change to the bylaw. Ms. McKibbin made a motion to add to the qualification language the following: "Nominees must be CCPA members at the time of nomination. The award can also be awarded posthumously." Dr. Norton seconded the motion and the motion passed with a majority vote of the membership. With the accepted language change, Ms. McKibbin made a motion to accept the bylaw change, Dr. Norton seconded the motion, and the motion passed with vote of the membership.

Scholarship Award Increases
The membership discussed the possibility of increasing the amount awarded to each scholarship. Topics included the potential for depleting accounts, possible use of investments to replenish accounts, and the need for the scholarship to be flexible based on the funds. Both the Native American Initiatives and Ward Weakly committees will compile additional background information with a potential proposal to vote on at the 2020 Annual Business Meeting.

Recognition of Outgoing EC Members
Mr. Anderson recognized outgoing Executive Committee members Ms. Simon and Bonnie Gibson as at-large board members. Mr. Anderson then noted that, because Angie Krall was unable to attend the meeting, he would be serving as President for the duration of the meeting on her behalf.

Election Results
Mr. Anderson announced the results of the election with Charles Reed elected President-Elect, Dr. Michele Koons and Dr. Karin Larkin elected as at-large board members, Garret Briggs elected as the American Indian Board Member, and Kelton Meyer as the Student Board Member.

Adjourn
Mr. Anderson entertained a motion to adjourn the meeting. Matthew Landt made the motion, with Dr. Adrienne Anderson seconding the motion. Mr. Anderson adjourned the meeting at 11:00 a.m.

APPROVED MINUTES FOR THE
COLORADO COUNCIL OF PROFESSIONAL ARCHAEOLOGISTS'
EXECUTIVE COMMITTEE SPRING 2019 MEETING
MARCH 15, 2019
STRATER HOTEL
DURANGO, CO

Submitted by Michael Prouty, Secretary

Time: 12:15 p.m.–1:40 p.m.

Present:

Cody Anderson *(Past-President)*	Marilyn Martorano *(Ethics Committee Chair)*
Charles Reed *(President-elect)*	Jon Horn *(Membership Committee Chair)*
Michael Prouty *(Secretary)*	Kelly Pool *(Publications Committee Chair)*
Marcy Reiser *(Treasurer)*	Mark Mitchell *(Ward Weakly)*
Michele Koons *(At-large member)*	Rebecca Simon *(Education Co-Chair)*
Karin Larkin *(At-large member)*	Bonnie Gibson *(Education Co-Chair)*
Matthew Landt *(At-large member)*	Nathan Boyless *(Finance Committee Chair/Student Affairs Committee Chair)*
Michelle Slaughter *(At-large member & Awards & Recognition Committee)*	Greg Wolff *(Native American Initiatives Committee Chair)*
Garret Briggs *(American Indian Board Member)*	Dr. Kimball Banks *(Ft. Carson Liaison/PA Committee)*
Jacki Mullen *(Newsletter Editor)*	Dr. Holly Norton *(SHPO)*
Mary Sullivan *(Web Page Editor)*	Karen Kinnear *(CAS–Executive Secretary)*

Call to Order
Mr. Anderson, in behalf of Ms. Krall who was unable to attend, called the meeting to order at 12:15 p.m. He asked for any additions or changes to the agenda, with none being made. Mr. Prouty asked to waive the reading of the 2018 Fall Executive Committee Meeting Minutes and requested any corrections to the minutes. A motion was made by Mr. Landt to approve the meeting minutes. The motion was seconded by Mr. Mitchell, with the voting members approving the motion.

CAS Update
Ms. Kinnear provided an update regarding the Colorado Archaeological Society, topics included plans for CAS to develop a strategic financial plan, what to do with excess copies of *Southwestern Lore*, and drafting an advocacy plan that will come to a CAS vote.

Officer's Reports
Secretary Report
Mr. Prouty had nothing to report that was not covered at the Annual Business Meeting.

Treasurer Report
Ms. Reiser reported on recent tasks including implementing the new version of Quickbooks and planning on working on filing the 2018 taxes. She indicated that she would be willing to stay on for another 2 year term.

Committee Reports
Financial Committee
Mr. Boyless updated the EC on the status of the proposed investment, including suggesting organizing a webinar for a small group of the Executive Committee about the investment. He noted that there might be funds, such as in publications, which might be used for additional investments. He

mentioned that he would let the Executive Committee know if those funds are restricted though. A discussion was held regarding investment, including the need to develop a plan for potential losses.

Publications Committee
Ms. Pool stated that the committee had met with the Financial Committee and the Treasurer regarding the status of publications and funds. Ms. Pool noted that the committee will go over numbers regarding producing digital and printed publications and forward a recommendation onto the EC. Mr. Boyless noted that Metcalf Archaeological Consultants will submit an invoice regarding costs incurred from publications to the Executive Committee.

Programmatic Agreement and Compliance Review Committee
Dr. Banks had nothing to report that was not covered at the Annual Business Meeting.

Fort Carson: 106 Consultation Liaison
Mr. Banks and Mr. Anderson updated the Executive Committee on recent activities including participating in the annual meeting call in January. Mr. Anderson suggested that a discussion might need to take place in the future regarding asking a CCPA at-large member to help evaluate the load on the committee.

Native American Initiatives Committee
Mr. Wolff noted that the committee is working on increasing the effort to gather feedback about the scholarship from past applicants. The committee will also follow up with Fort Lewis College about how to better serve the needs of the community, and will update the handbook.

Ward Weakly Scholarship
Dr. Mitchell had nothing to report that was not covered at the Annual Business Meeting.

Membership Committee
Mr. Horn had nothing to report that was not covered at the Annual Business Meeting.

Awards & Recognition Committee
Ms. Slaughter had nothing to report that was not covered at the Annual Business Meeting.

Ethics Committee
Ms. Martorano had nothing to report that was not covered at the Annual Business Meeting.

Newsletter Editor
Ms. Mullen had nothing to report that was not covered at the Annual Business Meeting.

Webpage Editor Update
Ms. Sullivan had nothing to report that was not covered at the Annual Business Meeting.

Facebook Editor Update
Ms. Slaughter reported that the CCPA Facebook page has over 1,100 engaged followers.

Email Listserver Update
Mr. Anderson presented on Greg Williams behalf and noted that there was nothing to report.

Education Committee
Ms. Simon reported that the committee has a new member, Talle Hogrefe. Ms. Gibson mentioned that there is $9,000.00 left that needs to be spent for Project Archaeology.

Student Affairs Committee
Mr. Boyless had nothing to report.

Old Business

Scholarship Increase

As a result of the discussion at the Annual Business Meeting, Mr. Wolff noted that the topic of a potential scholarship increase will be tabled until the Executive Committee, after determining whether to invest existing funds, drafts a formal proposal to be voted on by the membership.

Bent Trees/Ute Prayer Trees in Colorado

Ms. Martorano noted that bent trees are still a relevant issue and that the CCPA is still drafting a statement. She noted that a panel is planned for at Saving Places. Mr. Briggs noted that the Ute are also working on a statement. Discussion was had about the best way to distribute the statements.

2019 Handbook Update

Mr. Anderson stated that the handbook has been updated.

New Business

2020 Conference Location

Ms. Slaughter noted that the 2020 Annual Meeting will be held in Pueblo and that she is looking for volunteers to help organize it.

Nomination Committee

Mr. Anderson noted that Angie Krall will be looking for volunteers to serve on the committee.

Invoice Approval

Ms. Mullen requested that the Executive Committee approve an invoice for Alpine Archaeological Consultants regarding the conference programs and t-shirts. Mr. Prouty made a motion to approve the invoice and repayment to Alpine. Mr. Landt seconded the motion and all voting members approved the motion.

Adjourn

Mr. Anderson called for a motion to adjourn the meeting. Mr. Landt made the motion, with Mr. Prouty seconding the motion, and voting members approving the adjournment. Mr. Anderson adjourned the meeting at 1:40 pm.

APPROVED MINUTES FOR THE
COLORADO COUNCIL OF PROFESSIONAL ARCHAEOLOGISTS'
EXECUTIVE COMMITTEE FALL 2019 MEETING
OCTOBER 12, 2019
EL PUEBLO HISTORY MUSEUM
PUEBLO, CO

Submitted by Michael Prouty, Secretary

Time: 10:00 a.m.–2:15 p.m.

Present:

Angie Krall *(President)*	Kelton Meyer *(Student At-large Member/Student Affairs Chair)*
Cody Anderson *(Past-President)*	Mark Mitchell *(Ward Weakly)*
Charles Reed *(President-elect)*	Greg Wolff *(Native American Initiatives Committee Chair)*
Michael Prouty *(Secretary)*	Dr. Kimball Banks *(Ft. Carson Liaison/PA Committee)*
Marcy Reiser *(Treasurer)*	Dr. Holly Norton *(SHPO)*
Dr. Michele Koons *(At-large member)*	Dr. Scott Ingram *(2020 Conference Representative)*
Dr. Karin Larkin *(At-large member)*	Bridget Ambler – by phone *(Awards & Recognition Representative)*

Call to Order
Ms. Krall called the meeting to order at 10:00 a.m. and asked for any additions or changes to the agenda, with none being made. She asked to waive the reading of the 2019 Spring Executive Committee Meeting Minutes and requested any corrections to the minutes. Mr. Wolff and Mr. Anderson noted a few minor changes. Ms. Krall asked for a motion to approve the minutes incorporating the changes. A motion was made by Dr. Larkin to approve the meeting minutes. The motion was seconded by Mr. Meyer, with the voting members approving the motion.

Officer's Reports
Secretary Report
Mr. Prouty had reported that the 2018 archive had been submitted to the Denver Public Library.

Treasurer Report
Ms. Reiser reported on recent tasks including the transition and transfer of data to Quickbooks online and working on taxes. A discussion was had regarding the high PayPal fees and possible alternatives. No action was taken at this time. A discussion was had on how to proceed with Quickbooks online and hiring an accountant. Ms. Krall entertained a motion for Ms. Reiser, along with the Financial Committee, to meet with an accountant to discuss the transition to Quickbook online. Mr. Prouty made the motion and Mr. Reed seconded the motion, with the voting members approving the motion.

Committee Reports
Financial Committee
Ms. Krall, on behalf of Mr. Boyless, reported that the Financial Committee is working to set up a meeting with a small group from the EC with investors.

Programmatic Agreement and Compliance Review Committee/Ft. Carson: 106 Consultation Liaison
Dr. Banks reported that committee has two major reviews, including from the BLM and from Ft. Carson. A discussion was had regarding formalizing and the role of the committee. Ms. Krall asked if someone would be willing to codify the role and submit to the EC. Dr. Banks offered to draft a section for the handbook to be submitted to the EC. Mr. Anderson asked for EC volunteers to help review Ft. Carson compliance documents submitted to CCPA.

Ward Weakly Scholarship
Dr. Mitchell reported that the scholarship had no applicants at the time. He mentioned that the committee is working on outreach to faculty, that the application process needs updating, and that the committee will work with the Student Affairs Committee to change it by 2020–2021. A discussion was had regarding the scholarship deadlines and the types of changes that might occur.

Native American Initiatives Committee
Mr. Wolff recapped the discussions that occurred at the 2019 Annual Business Meeting and summarized the upcoming goals of the committee. He mentioned that the scholarship has not had any applicants at the time. He reported on a discussion with the Ute Mountain Ute about ways to broaden the types of internships available through the scholarships.

Awards & Recognition Committee
Ms. Ambler called in to give a report regarding the Awards & Recognition Committee. She reported that the committee drafted to change to Appendix G in the CCPA Handbook. The change, as presented by the committee, reads as follows: "A CCPA Fellow is an individual recognized as a senior scholar in archaeology or related discipline, as well as someone that has made substantial contributions to Colorado archaeology though both research, service, and contributions to CCPA as a member. Proposed nominees must meet standards of the CCPA Code of Ethics." A discussion was had about the language, with no changes being made. Ms. Krall entertained a motion to approve the change to Appendix G in the CCPA Handbook as presented by the Awards & Recognition Committee. Mr. Anderson made the motion with Ms. Reiser seconding the motion, and the voting members approving the motion.

Membership Committee
Ms. Krall summarized the report submitted by the committee. She noted that the committee would be reaching out to universities to increase student's awareness of the CCPA. A discussion was held regarding the application process and ways to speed up processing the applications.

Ethics Committee
Ms. Krall, reported that the committee has not received any complaints. A discussion was had regarding the ways in which the CCPA can better reach smaller institutions and organizations that might be interested in our profession but might not know the applicable state and federal laws regarding archaeological sites. Ms. Krall volunteered to draft an outreach letter and would work with Dr. Norton and SHPO to compile a list of organizations and institutions to send the letter to.

Newsletter Editor
Ms. Krall reported that the committee lost one member and that Amy Nelson has volunteered to serve on the committee.

Webpage Editor Update
Ms. Krall noted that there was nothing to report regarding the webpage.

Email Listserv Update
Ms. Krall noted that there was nothing to report regarding the email listserv.

Publications Committee
Discussion occurred regarding if an EC vote is needed for the distribution of *Ancient Colorado* or if it should be up to the discretion of the Publications Committee. Ms. Krall entertained a motion that the Publication Committee has the latitude to distribute copies of *Ancient Colorado* with the approval of the President and it does not need a full EC vote. Mr. Anderson made the motion and Dr. Larkin seconded, with the voting members approving the motion. Ms. Krall summarized the committee's submitted report including the number of remaining hardcopy contexts, that Metcalf Archaeological Consultants will compile an invoice regarding the contexts, and how the money raised from SHF grant inspired publications can be used for, i.e. could it be put into a money market account. Dr. Norton noted that the SHF is not aware of any stipulations on money received from SHF grant inspired publications and it can be used in whatever way best determined by the CCPA.

Education Committee
Ms. Krall gave a report on behalf of the committee. She noted that the committee is working through an agreement with Project Archaeology, and that there is approximately $6,000.00 remaining. The committee will be working on proposals for ways in which to spend the remaining funds.

Student Affairs Committee
Mr. Meyer gave a brief report of the activities that have occurred for the committee including having the initial meeting at the 2019 Annual Business meeting, establishing a point of contact for the committee at each university, and plans for future meetings. A discussion was held regarding promoting the scholarships, the qualifications for student voting members, ways to promote jobs through the CCPA, and professional development for students at the annual business meeting.

Nomination Committee
Ms. Krall noted that four positions would be needed for the upcoming election including President, Treasurer, and two At-large Board Members. She asked for volunteers from the EC and Mr. Reed and Dr. Koons volunteered to serve on the committee.

New Business
2020 CCPA Meeting
Ms. Krall noted that the 2020 Annual Business Meeting would be held in Pueblo. A discussion was had regarding the conference theme, general structure, and needs.

2021 Conference Location
Ms. Krall noted that the 2021 CCPA meeting would be held in Montrose.

2019 Handbook Update
Mr. Reed stated that he has received some updates and that the handbook will be updated by the next annual business meeting.

Bent Trees/Ute Prayer Trees in Colorado
Ms. Krall noted that Garrett Briggs distributed the Ute statement and that now that the Ute statement has gone out, the CCPA should follow with our statement.

Other Updates
Dr. Norton provided a brief update on the archaeological benefits grant and Mr. Wolff noted that there might be an opportunity for the CCPA to help identify archaeological outreach about Fisher's Peak, a new state park.

Adjourn
Ms. Krall called for a motion to adjourn the meeting. Mr. Prouty made the motion, with Dr. Koons seconding the motion, and voting members approving the adjournment. Ms. Krall adjourned the meeting at 2:15 p.m.