



Australian Archaeological Association

Minutes

2017 Annual General Meeting

Pullman Melbourne on the Park, 192 Wellington Parade, Melbourne VIC 3002

Thursday, 7 December 2016

1. Welcome

The 2017 AGM commenced at 6:05 PM, chaired by Lara Lamb. The President welcomed all to the meeting and requested everyone to sign on to the attendance sheet.

2. Apologies

Apologies were received from Jill Reid, Anne McConnell, Alyce Haast, Elspeth McKenzie, Paul Greenfeld, Jim Rhoads, Alice Gorman, Benjamin Smith, Isabelle McBryde, Kate Morse

3. Confirmation of the Minutes of the 2015 AAA AGM

The minutes of the 2016 AAA AGM held on Wednesday 7 December 2016 at the Crowne Plaza Terrigal, Pine Tree Way Terrigal NSW, were pre-circulated by email and made available on the website prior to the AGM.

Motion:

“That the Minutes of the 2016 Annual General Meeting of the Australian Archaeological Association Inc. have been circulated, been taken as read and confirmed”. Moved from the Chair: Lara Lamb. Motion passed unanimously.

4. Business arising from the previous minutes

Lara Lamb noted that the business arising from previous minutes would be addressed in the reports.

5. Reports

The Reports of the Association were pre-circulated by email and prior to the AGM.

5.1 President (Lara Lamb)

The National Executive Committee continued to meet once a month throughout 2017. We had a number of additions to the team through the year – Lucia Clayton stepped into the role of Web administrator while Sam Harper completed her PhD. Sam is now back, and I extend my thanks to Lucia for her work in this role throughout 2017. Tim Denham stepped down from the Media Liaison role and Annie Ross was cop-opted in his place. This role is now filled by both Megan Gigacz (elected

at the 2016 AGM) and Annie Ross. I'd like to thank Annie for agreeing to take on this important role with Megan. Thank you also to Fenella Atkinson who took over from Helen Nicholson as national coordinator of the National Archaeology Week sub-committee; and I extend my gratitude to Helen for many years of service in this role. There is now also a state representative of the NAW (in most cases the existing State Representative to the AAA Executive Committee) who is responsible for liaising with the NAW subcommittee to ensure effective promotion of NAW activities. This system appears to be working well. My gratitude also to the rest of the executive, state representatives and sub-committee members for their work throughout the year. Between us all, we've managed to engage with the membership, the public and private sector, and other archaeological associations in productive ways, some of which I will detail in this report.

- In January AAA, represented by the NSW State Representative Alan Williams, put forward a submission to the NSW Government as they reform the Environment and Planning Act (<http://www.planning.nsw.gov.au/Policy-and-Legislation/Legislative-Updates>). Alyssa Madden (Mem Sec) disseminated a call for comment to our membership in January 2017. The OEH developed a survey, with input from Alan and AAA, designed to gather information from consultants and other practitioners about the scope of the industry, work undertaken and opinions about the current legislative system. The results of the survey will be circulated early 2018 to the membership. Reform to the Environmental Planning and Assessment Act is ongoing and Alan will continue to update the executive as work progresses.
- In June, the AAA President co-signed a letter written by Ian Travers, president of Australia ICOMOS, with Diana Neuweger, President of Australian Association of Consulting Archaeologists, to the Senate Committees on Environment and Communications Inquiry – Protection of Aboriginal Rock Art of the Burrup Peninsula. The letter offered comments in relation to the Federal Government's obligations to protect the rock art of the Burrup Peninsula under the *Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act)* (Tabled Item).
- In June, Rosalie Neave (QLD state Rep) and the AAA President compiled a submission to the Australian Heritage Council for the inclusion of Quinkan Country in the National Heritage list. This was accompanied by a statement regarding the impact of mining on the Quinkan rock art, compiled by Fay Agee-Wakefield on behalf of the Elders of the Laura community, in addition to a signed statement by the Quinkan Country Indigenous Owners' representatives. In my last communication with the Heritage Branch I was informed that the next step of the assessment process should take place by April 2018.
- In November, the AAA President, with other interested parties, co-signed a letter written by John Black, Emeritus Professor Sydney University and Jo McDonald, Centre for Rock Art Research and Management to the Hon Stephen Dawson, WA Minister for Environment. The letter requested that the minister review and amend Ministerial Statement No. 870 (11 July 2011), relating to conditions for construction and operation of the Technical Ammonium Nitrate Production Facility, Burrup Peninsula; particularly that the acceptable omission levels be amended in light of evidence that rock surface acidity is increasing (Tabled Item).
- In November the AAA President wrote an open letter to the West Australian newspaper in response to their piece run on the 4th November, 2017 titled *Indiana Joan*, outlining the ethical and legal issues around Joan Howard's collecting practices in the Middle East, during

the late 1960s and the 1970s (Tabled Item). The letter had a wide distribution on several social media platforms.

In other matters, the 2018 conference organisation is progressing well, with the NZAA. The proposed dates are 28 November (welcome reception) to 1 December 2018, to be held at Auckland University, followed by a 2 day field trip to Northland.

This year we had a record number of applications (55) to the Subsidy Scheme for Indigenous and Student Participants, totalling approximately \$35,000. This was beyond our capacity to fund, but I am pleased to say that we ultimately funded 43 people with a commitment of \$23,800. In addition to this, our Student Research Grant scheme funded 7 students with a commitment of \$11,380.

Issues arising from the 2016 AGM

Item 7.3 AAA affiliation with ICOMOS National Scientific Committee for Rock Art (Peter Veth)

From the minutes: Peter Veth stated that there are a number of international and national ICOMOS scientific committees. The international Rock Art committee was formed a while ago but is currently not functioning. Peter Veth and Benjamin Smith have taken on service roles in the international committee. Peter indicated that there is a clear need to increase the number of national committee participants and commitments. Peter suggested that the ICOMOS Australia national scientific committee become affiliated with AAA. This would mean that current ICOMOS committee members can be affiliated with AAA. Sharon Sullivan gave an overview of the ICOMOS international committees and the focus on the Australian role on the international Rock Art committee due to the number of important rock art sites on the World Heritage List. The international committee uses people on the Australian national committee to advise them. AAA members could feed into the national committee. The national committee would then report through ICOMOS to the international committee. It makes strategic sense to link AAA and the national committee. It was suggested that Sharon Sullivan and Peter Veth write something up about the proposal for AA. Steve Brown commented that there are also a number of other ICOMOS committee presidents in Australia and for Peter to let them know if they can assist, raise issues or collaborate at the international level. Motion: "That AAA affiliates with ICOMOS Australia National Scientific Committee for Rock Art". Moved: Peter Veth. Seconded: Sharon Sullivan. Motion passed unanimously.

- Discussions throughout early 2017 determined that the way to proceed with this matter is to (for reporting purposes) form an ICOMOS Representative Subcommittee, membership of one, from the AAA membership. This person would then be nominated to the ICOMOS National Committee to manage all rock art issues arising within AAA. The NEC co-opted Jo McDonald into this role in May 2017.

Item 7.4 Site location details on Wikipedia (Annie Ross)

From the minutes: Annie Ross raised a serious issue that has been discussed on OzArch recently regarding the publication of site locations on Wikipedia and queried whether AAA should be contacting or writing to Wikipedia about the inappropriateness of publishing site locations, particularly of Indigenous heritage places. Benjamin Smith stated that anyone is able to take down content from Wikipedia and write a reason for it. Benjamin noted that there is a Wikipedia Manager (Gideon Digby) based in Perth if the NEC wished to take it up with Wikipedia. It was proposed that the NEC put a notice on the AAA website which states that anyone can down take information about

site locations Wikipedia and include instructions on how to do this. **Recommendation:** Task the AAA NEC to provide guidelines on how to manage site location information on Wikipedia.

- I communicated with the President of Wikimedia Australia Inc., Gideon Digby who prepared a statement on editing Wikipedia. Importantly he emphasised that Wikipedia does not host original content and that all content must be verifiable with reference to reliable sources. Content unsupported by such sources can be removed without question, and other content removal is subject to the consensus of the community. This statement is now available on our legal and disclaimer page of the AAA website.

Item 7.6 Reminder to AAA members about seeking permission to use images (Sharon Hodgetts)

*From the minutes: Sharon Hodgetts read the following statement on behalf of the AAA Conference Committee. "It has come to our attention that a paper has been presented on sacred ceremonial material and that full prior and informed consent was not received before giving the paper. This caused distress to a Traditional Owner present at the presentation and offence, that jeopardised their cultural safety when images of a gender-restricted nature were shown without permission. This is not culturally appropriate. We remind everyone that we have a code of ethics that requires us to respect Indigenous people's protocols. We need to value Aboriginal contributions to our archaeological research and if we want to continue on the road to collaboration we need to respect the information that Aboriginal people share with us, on their terms. This is not only part of our AAA code of ethics, it is also central to the United Nations Declaration on the Rights of Indigenous Peoples to which Australia is a signatory." **Recommendations:** 1. At the call for session abstracts, the AAA Conference Organising Committee remind session organisers of the AAA protocols regarding seeking full informed prior consent from Indigenous collaborators. 2. At call for paper abstracts the AAA Conference Organising Committee and session organisers put out the same reminder.*

- This year, as part of the procedure for uploading paper abstracts on the conference website, we added a stipulation that people read and adhere to the AAA code of ethics. While the code of ethics is applicable to members, the implications of non-members transgressing the code of ethics will bear some further discussion at the AGM.

Going forward

The areas to which I urge the new executive be attentive, are similar to those that have occupied the current executive for the past two years.

- Maintaining a healthy membership is essential to the wellbeing of the Association. Over the past two years, we have promoted the Association widely to university departments and faculties, and social media has also played an important promotional role. New and ingenious methods of promotion are always required to stay one step ahead of membership apathy.
- I also urge close and careful communication with the membership about conference expectations and desires. In my last report to the AGM (2016), I talked about a downturn in sponsorship; we have actually managed to maintain a healthy level of sponsorship commensurate with previous years, but there are factors at play that result in the conference organising committee and the executive needing to work harder for the same levels of funds. This could have a significant impact on how our conferences are run in the future, and it will be important to communicate effectively with the membership to 1)

achieve a good, working sense of what works best for the majority of our membership; and
2) ensure that expectations and reality are not too dissimilar.

- Maintaining a healthy Public Fund and testing the procedures around its promotion and expenditure will also require attention going forward.
- Finally, the upcoming year will see a full realisation of the financial benefits resulting from our relationship with Taylor and Francis. This puts the executive in the very exciting position of being able to create new and substantial benefits for the members of the Association, or for any worthy purpose.

I'd like to express my gratitude for the opportunity to be the AAA President for the past two years; it feels like it's gone by very quickly. My heartfelt thanks to the rest of the outgoing executive, and I look forward to working with the new executive as Vice President.

Discussion arising: None.

5.2 Secretary (Jo Thomson)

This year was once again focused on supporting the NEC through providing secretarial support. Duties included assisting the NEC by scheduling monthly meetings and preparing the agenda and minutes. The meetings were held the first Thursday of each month at UWA via Skype with members of the NEC located on the east coast. A significant amount of time was also spent on writing up and circulating the minutes from the 2016 AAA AGM, plus coordinating and preparing the agenda, reports and announcements for this year's AGM. I also managed the Secretary email account and responded to a range of inquiries and requests for information. Inquiries primarily included requests for information about study options for archaeology in Australia and some site- and project-specific queries.

One issue that arose during the year concerned the Association's paper documentation. There is currently a moderate-sized amount of hardcopy paperwork relating to the Association's activities stored at UWA. There is a need to not only digitize these documents but also to find a permanent home for it. During the last two months I have begun to investigate some options for permanent storage, however, the investigations are still ongoing. This is a task that will need to be taken up by the incoming Secretary, whom I am happy to support in their transition.

I will be finishing my term in the Secretary position at the end of the year and I would like to thank AAA NEC for the opportunity to be involved and their support over the last eighteen months. I have learnt a lot and enjoyed working with you all. I also wish the incoming Secretary the best of luck.

Discussion arising: None.

5.3 Treasurers (Aaron Fogel and Kelsey Lowe)

Overview

This report covers the Association's 2016/17 financial year (September 1st 2016 to August 31st 2017), and is the first report prepared by the current Treasurers. All figures provided are derived from audited reports. This is the second year in a row the Association is reporting surplus. In this financial year we have an audited surplus of \$19,518.91 which is slightly increased over the 2015/16 surplus.

Table 1. 3 Year Surplus/Deficit Comparison.

	2014/15	2015/16	2016/17	Variation
Total income	\$105,322.26	\$108,780.28	\$69,793.53	\$(38,986.75)
Total expenditure	\$(108,909.82)	\$(89,459.97)	\$(50,274.62)	\$(39,185.35)
Operating surplus	\$(3,587.06)	\$19,320.31	\$19,518.91	\$198.60
Retained surplus	\$105,659.71	\$102,072.65	\$121,392.96	\$19,320.31
Total Equity	\$102,072.65	\$121,392.96	\$140,911.87	\$19,518.91

Income

We are reporting a significant income decrease of \$38,986.75 in 2016/17. This is likely to be a striking figure at first glance but was expected and budgeted for at the outset of the financial year. This difference is due to a substantial decrease in Subscription income and was caused by the transition to Taylor & Francis. The contract with Taylor & Francis stipulates that payment for membership dues will occur early in the calendar year following the subscription period. Thus, we will receive our subscription income for the 2017 calendar year in early 2018 to be reported at the next AGM. However, for 2017 this left us with only 4 months of subscriptions (starting from 1 September 2016 when Taylor & Francis commenced collection of membership dues) and the low subscription entry below.

Table 2. 3 Year Income Comparison.

	2014/15	2015/16	2016/17	Variation
Conference	\$28,964.98	\$45,477.21	\$38,487.03	\$(6,990.18)
Gifts and Donations	\$14,132.23	\$109.61	-	\$(109.61)
Journal	\$2,880.80	\$2,476.60	-	\$(2,476.60)
Royalties and back issues	\$3,933.26	\$5,713.46	\$8,097.32	\$2,383.86
Subscriptions	\$53,671.79	\$53,817.86	\$18,804.55	\$(35,013.31)
Interest	\$1,739.20	\$1,185.54	\$357.20	\$(828.34)
Other Income	-	-	\$4,047.43	\$4,047.43
Total income	\$105,322.26	\$108,780.28	\$69,793.53	\$38,986.75

Items to note:

- A healthy conference surplus was realised by the efforts of several members of the Conference and National Executive Committees. Without the efforts to increase conference sponsorship led by Fiona Hook, our overall surplus would have been significantly diminished. Conference surplus is a critical element to the financial viability of AAA. This was even more so for 2016/17 due to the expected decrease in Subscription income resulting from the handover of the membership dues collection. In future years, this decrease will be balanced by the elimination of journal publication costs and substantial conference surplus will be less critical.
- 2017/18 will be the first reporting year that AAA will realise the full financial benefits of our relationship with Taylor & Francis. Subscription income is expected to return to a normal level (less the cost of journal publication).

Expenditure

We report a third year of significant decline in expenditure from \$145,929 in 2013/14 to \$108,910 in 2014/15 to \$89,460 in 2015/16 and now, in 2016/17, to \$50,274.62. This decline in expenditure is the product of changes resulting from our relationship with Taylor & Francis and the continued implementation of stringent cost controls.

Table 3. 3 Year Expenses Comparison.

	2014/15	2015/16	2016/17	Variation
Audit fees	\$(1,184.55)	\$(1,500.00)	\$(1,909.09)	\$(409.09)
Bank fees & charges	\$(1,401.32)	\$(1,570.45)	\$(4.82)	\$1565.63
Bookkeeping	\$(316.32)	\$(343.62)	\$(624.54)	\$(280.92)
Conference expenses	\$(13,661.33)	-	-	-
Donations	-	\$(50,000.00)	-	\$50,000.00
Insurance & regulatory costs	\$(5,270.43)	\$(1,187.26)	\$(2,567.50)	\$(1,380.24)
Journal Production	\$(51,532.32)	\$(11,426.29)	-	\$11,426.29
Postage & stationary	\$(9,122.48)	\$(3,234.81)	-	\$3,234.81
Prizes and awards	\$(3,490.00)	\$(11,400.00)	\$(14,620.00)	\$(3,220.00)
Subscriptions & back issues	-	\$(3,495.58)	\$(28,825.00)	\$(25,329.42)
Sundry expenses	\$(4,286.15)	\$(494.96)	\$(623.80)	\$(128.84)
Web & IT	\$(18,644.92)	\$(4,807.00)	\$(1,099.87)	\$3,707.13
Total Expenses	\$(108,909.82)	\$(89,459.97)	\$(50,274.62)	\$39,185.35

Items to note:

- Audit fees saw inflationary rises.
- Bank Fees dropped significantly without several hundred transactions for membership dues.
- Bookkeeping fees are now being fully charged by our bookkeeper after a reduced rate in previous years.
- The Subscription line item is significant due to the handover process to Taylor & Francis. This was an expected outlay at the beginning of the financial year. AAA collected membership dues for all members from 1 January to 31 August 2016. The Subscription charge is the cost of journal production for these members. This charge was paid when 2016 membership and journal costs were rectified in early 2017. This line item will not be present in future reporting as membership dues collection and journal costs are now entirely handled by Taylor & Francis.
- The cost of web and IT were significantly lower this year because few changes to the website were required. We have further reduced costs by stopping renewal of annual software licences necessary to collect membership dues via the website as Taylor & Francis now perform this task.

Assets and liabilities

Current Assets increased for the second year in a row and now stand at \$143,749.96. Net Assets have increased to \$140,911.87. Our Net Assets are the total equity of the Association. This increase in our assets of nearly \$20,000 marks a significant improvement in our financial performance. This figure is further bolstered when considering the low level of membership dues we received because of the mid-year change to Taylor & Francis. The Association is now financially stable with predictable income and expenses. This is, in large part, due to our relationship with Taylor & Francis. If 2017/18 budget predictions hold true, the Association will be financially strong once again.

Table 4. 3 Year Balance Sheet Comparison.

	2014/15	2015/16	2016/17	Variation
<u>Current Assets</u>				
CBA Operating Account	\$1,801.50	\$64,099.28	\$83,881.81	\$19,782.53
CBA Savings Account	\$105.24	\$105.24	\$105.24	\$0
PayPal Account	\$2,288.46	\$4.27	(closed)	\$(4.27)
Conference Online Trust	\$7,500.00	\$15,000.00	\$15,000.00	\$0.00
Bruce Veitch Fund	\$14,410.02	\$14,593.89	\$14,691.27	\$97.38
Prize Fund	\$78,735.49	\$29,727.27	\$29,925.64	\$198.37
Accounts Receivable	\$532.34	-	-	-

Cash	-	-	\$146.00	\$146.00
Total Current Assets	\$105,458.40	\$123,529.95	\$143,749.96	\$20,220.01
<u>Current Liabilities</u>				
GST	\$3,385.75	\$2,136.99	\$2,838.09	\$(701.10)
Total Current Liabilities	\$3,385.75	\$2,136.99	\$2,838.09	\$(701.10)
<u>Net Assets</u>	\$102,072.65	\$121,392.96	\$140,911.87	\$19,518.91
<u>Equity</u>				
Retained surplus	\$105,659.71	\$102,072.65	\$121,392.96	\$19,320.31
Operating surplus	\$(3,587.06)	\$19,320.31	\$19,518.91	\$198.60
Total Equity	\$102,072.65	\$121,392.96	\$140,911.87	\$19,518.91

Items to note:

- We have carried forward more than \$80,000 in our operating account to the next financial year.
- Our Conference Online account is held by Conferences Online. It comprises held-over surplus from the previous conference and it acts as a float for the next conference.
- Our only liability is GST.
- The PayPal account was closed because it is no longer needed.

Looking forward to 2017/18

To begin our discussion of the future we want to start by looking backward for a moment. We would be remiss not to thank the previous Treasurers, Ben Smith and Sven Ouzman, for their tireless efforts to put the Association in a better financial position. We have inherited a relatively simple financial system with a greatly reduced workload than what they inherited. This is in large part to the relationship we now have with Taylor & Francis and the transfer of the collection of membership dues and journal preparation. Instead of the Treasurers having to ledger hundreds of paid memberships and numerous journal costs we now get a single lump sum payment. Future Treasurers will no doubt be as thankful as we are for this new system.

The Association once again attained a surplus of nearly \$20,000 in 2016/17. While we are not financially robust yet, we are stable. It will be a few more years before we recoup past losses but it is now clear this will occur.

In 2016/17 the publication of the journal and the associated costs therein were transferred to Taylor & Francis. On 1 September 2016 (the beginning of our financial year), the responsibility of collecting our membership dues was also transferred to Taylor & Francis. These two events did not coincide. The result was a significant expense owed to Taylor & Francis for journal publication for those members we collected dues from (January to August 2016). It also resulted in a reduced payment of dues from Taylor & Francis in early 2017 as only 4 months of 2016 were included. The previous Treasurers set aside funds to ease this transition, but financial responsibility was required throughout the year to ensure no cash flow problems were encountered.

We have operated the majority of the 2016/17 financial year with the intention of reducing costs as much as possible. The Association has realised benefits from reduced Web and IT costs and bank fees. The previous Treasurers did not leave much to be cut, thankfully. We also decided not to transfer any money to the Public Fund until our new financial reality was better understood. Previously, \$50,000 was transferred from the Prize Fund to the Public Fund when it was first created.

We believe additional funds are likely to be safely transferred in 2017/18 without cash flow issues arising. If this is possible, it also will allow us to close another financial account reducing the workload of future Treasurers. We are also happy to report that the Association was in a financial position to fund the Student Research Grant Scheme, with a slight uptick in funding from previous years. This was only determined after resolving financial solvency following rectification with Taylor & Francis and the payment from Conference Online for profits resulting from the Terrigal conference.

2017/18 will be the first financial year that we are entirely within the new financial system. We will receive our annual lump sum payment for 2017 memberships (less journal costs) early in 2018. At approximately the same time our other major source of income, the conference, will be paid also. While the payment from Taylor & Francis is predictable, the income (or loss) from the conference is not. Thus, by the end of the first quarter of 2018 we will have a much clearer picture of expected income for not only the 2017/18 financial year but following years too.

Our priorities for the forthcoming year, presented in order of importance.

- Ensure no cash flow problems.
- Increase the amount in our savings account.
- Maintain strict financial controls.
- Ensure the viability of the Student Research Grant Scheme.
- Begin assessing safe investment opportunities for surplus funds.
- Transfer remaining funds from the Prize Fund to the Public Fund.
- Work with the NEC and the membership to assess other funding schemes the Association may be interested in pursuing as financial health improves.

Discussion arising:

Aaron Fogel acknowledged and thanked Fiona Hook and Peter White for their assistance with organising sponsorship for the 2016 conference.

5.4 Membership Secretary (Alyssa Madden)

Current Makeup of the AAA

This year much of the Membership Secretary's (MS) work has been taken up by Taylor and Francis (T&F), with the membership database being mostly managed by the publisher. However, some administrative duties still remain, with manual activation of memberships through the website being completed by the MS for every member.

As was highlighted in last year's MS AGM report, the inaccuracy of the last few years' membership figures makes it difficult for long-term evaluation of numbers. However, as of last year, we have a precise picture of the make-up of the AAA membership that we can use in comparison with this year.

Currently, the total number of financial AAA members is 576, down from 588 total members in 2016. This year's membership includes 350 ordinary local members, 14 ordinary international members, 168 concessionary members, 30 institutional members, and 14 life members.

There is a drop in Full memberships and Institutional memberships in comparison with last year's figures. However, the rise in concessionary memberships for 2017 should be noted. With a total of

12 less memberships overall, this could possibly be improved upon next year with additional marketing campaigns (see “moving forward” section below).

Table 1. Members by Category 2016

Membership Type	Number
Ordinary Local	395
Ordinary International	4
Concessionary	142
Online-Only Institutional	4
Full Institutional	33
Life	14
TOTAL	588

Table 2. Members by Category 2017

Membership Type	Number
Ordinary Local	350
Ordinary International	14
Concessionary	168
Online-Only Institutional*	0
Full Institutional	30
Life	14
TOTAL	576

* (no longer a valid membership category)

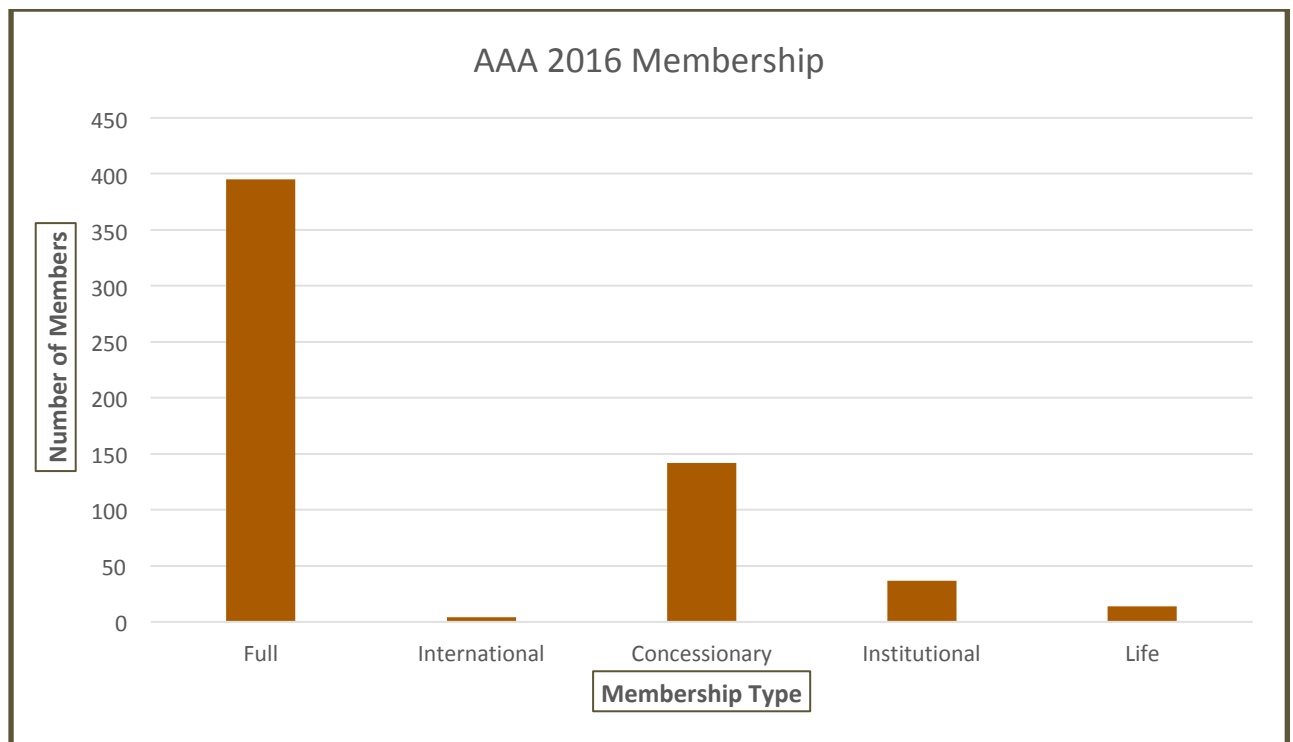


Figure 1. Membership Breakdown by Category 2016

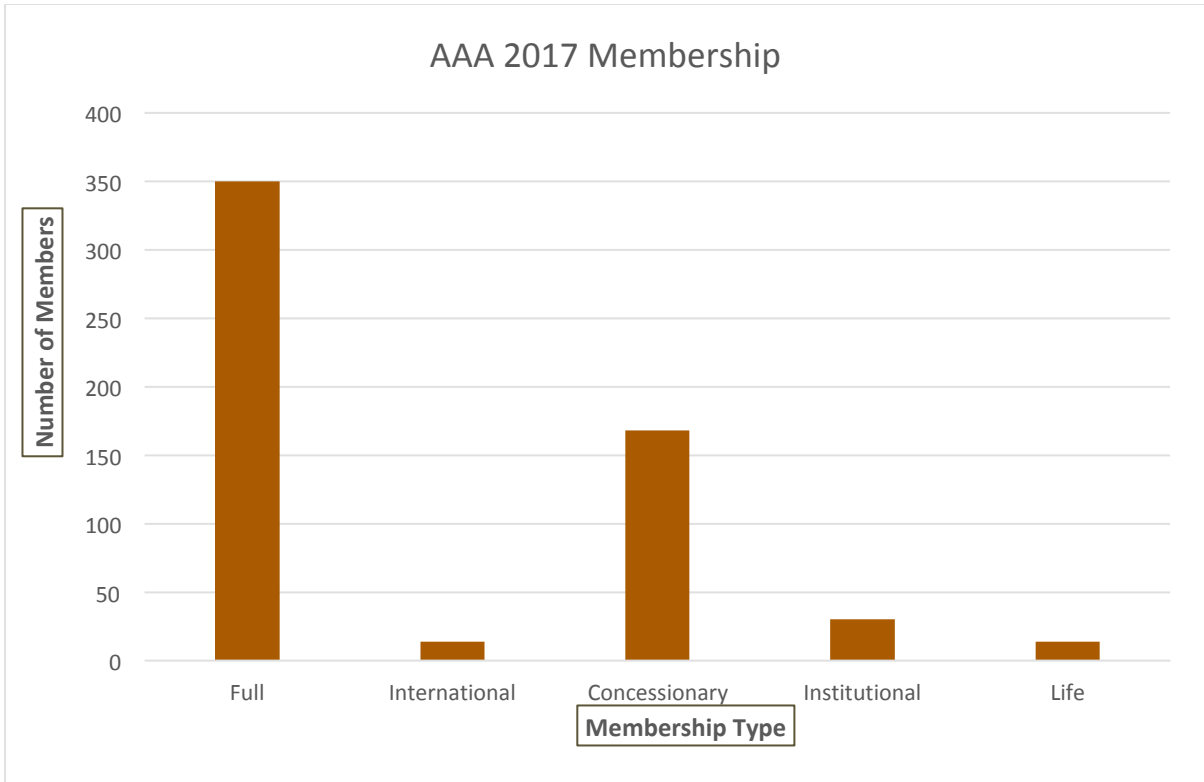


Figure 2. Membership Breakdown by Category 2017



Figure 3. 2016/2017 Membership Comparison

Other Issues

Compared to 2016, there has been a significant drop in technical issues overall. The database kept by T&F is completely up to date, and has full functionality. As MS, data consistency is ensured by maintaining a separate database using the weekly reports of membership renewals emailed from T&F.

As an aside, please note that Concessionary members will continue to only get online journals, and will not get hard copy – as per resolution at 2015 AAA AGM resolution. Over the last two years, the move to T&F has proven to be effective in maintaining the membership database, and the files.

Moving Forward

2017 has been a successful year for increased communication by the MS with the membership via regular emails and updates, often in close conjunction with social media material. This has guaranteed that the membership has been kept up to date with current material and the operations of the AAA in general. Whilst this year has not quite reached our goal of increasing the overall membership, this was not through lack of communication. The overall feedback concerning the increased number of emails has been well-received, with some members expressing positive thoughts on this matter. Therefore, this increased output of content should ideally be maintained into 2018, after the new MS takes office. In particular, espousing the benefits of our membership including the AAA conference discount, eligibility for SRGS, standing in the professional community, recourse to the ethics, funding, indigenous, teaching etc. committees and initiatives.

The marketing campaign that was rolled out via email in consultation with previous years' AAA Membership Secretaries saw some students emailing to enquire about joining the association. This targeted campaign saw a short PowerPoint presentation distributed to universities with archaeology and archaeologically-related departments, for dissemination to students. This is clearly reflected in the increase in concessionary memberships, and looking ahead, perhaps this is a strategy that could be employed in future years to continue to market effectively to this group. I am confident that the membership numbers can be increased in the full membership and international categories for membership through increased marketing drives targeting different demographics, as opposed to only university students.

Discussion arising: None.

5.5 Journal Editors (Sandra Bowdler)

Sandra Bowdler presented the journal report on behalf of the editorial team: Vicky Winton & Kate Morse (Assistant Editors), Jane Balme & Bryce Barker (Consulting Editors).

To begin with some housekeeping, with respect to the Editorial Team, Joe Dortch has asked for an open-ended sabbatical as a Consulting Editor, and we thank him very much for his excellent contribution to our work over the last two years. Bryce Barker has graciously agreed to step into the breach, and has already made a substantial contribution to the production of the journal, and we hope he will continue to do so. I would personally like to thank Joe very much for his dedication and commitment to the high standards to which we aspire.

This has been a demanding year for the journal. As some will remember from last year's report, we were struggling with a lack of copy. For this reason, we have only published two issues this year, one comprising vol 83 issues 1-2, the second vol 83 issue 3, which will be out shortly. Both were delayed

due to the scramble to get the limited number of finalised publishable papers over the line, but we hope members and other journal readers are not too disappointed with the result.

We have had a solid influx of submissions recently, comprising an interestingly wide range of topics on different geographic areas, so it is to be hoped we can now establish a solid backlog and buffer for future editions that will see more timely publication schedules.

Also helping to establish a backlog is the decision to publish a themed issue next year on contract rock art, probably in August (issue 2) or December (issue 3), with guest editors. We also hope to move on the special commemorative issue for last year's conference, which the press of dealing with this year's issues has not allowed to progress greatly; we hope it will appear in the following year.

We are pleased to notice that everyone seems to have got the hang of the idea of Short Reports being, well, short, i.e. in the order of 1500 words. This allows a clearer delineation of Short Reports vs. Articles, and is an excellent way of announcing new discoveries, techniques or ideas before more detailed studies which may follow. As always however we are prepared to consider every submission on its merits without being excessively procrustean about what works as a publishable paper.

In the forthcoming (December) issue, you will find an editorial describing research we commissioned from Editorial Assistant, Wendy Reynen. We were interested to find out how we, the current editorial team, were faring with respect to processing submissions, and whether our statements – like, “the review process typically takes approximately 3 months to be completed” – bore any relationship to reality. We were pleased and encouraged by the result.

5.5.1 Editorial Assistant (Wendy Reynen)

Australian Archaeology (AA) manuscript submission data between 2008 and 2016 was collated to assess how AA is faring in 2017 and whether we are on the mark with manuscript submissions, review outcomes and keeping to our time promises. Key data collected included the overall numbers of submissions per year, what proportion of manuscripts are returned with major revisions, minor revisions or are rejected, and how many manuscripts were reviewed and sent back but not resubmitted by author/s. Other information collected relates to the time (number of months) between initial submission and review outcomes sent back to author/s, and between initial submission and publication

We hope that it demonstrates that we process submissions in a fair and very timely manner and that this will encourage continuing submissions to AA!

Figure 1 shows the number of submissions per year. The spike in article submissions in 2013 is due to two themed volumes with additional articles published in 2014 (Figure 2). Article submission rates from 2016 are in line with the 2008-2016 average (21 ± 9). This shows that people are still choosing to submit research to AA which is great to see!

The average number of articles published per volume in AA between 1990 and 2016 is seven (± 3.4) and the average number of short reports is three (± 1.6 , Figure 2). The mean number of articles and short reports published per volume in 2016 is six and two respectively. These are below the 1990-2016 averages. However, AA now publishes three journal volumes per year rather than two. If we consider the annual number of articles (1990-2016 average 15 ± 5) and short reports (1990-2016

average 4 ± 2) published, then the number of articles (17) and short reports (5) published in 2016 sits above the averages.

Review outcomes for articles between 2008 and 2016 were, on average, more often major revisions (47.1% of total articles submitted) than minor revisions (38.4% of total articles submitted). In contrast, short reports were sent back with more minor revisions (41.4% of total short reports submitted) than major revisions (32% of total short reports submitted). There are no linear trends through time – these proportions vary year by year. In 2016, AA was categorising more articles as requiring minor revisions (60%) and fewer articles as requiring major revisions (40%) than the 2008-2016 average. The frequency of author/s that do not resubmit articles after reviews are returned has decreased from 2009 ($n= 6$, 35.3%) to 2016 ($n= 2$, 10%). Also decreasing through time is the proportion of article submissions rejected outright per year by AA - from highs of 30.8% ($n=4$) of articles rejected in 2008 and 71.4% ($n=5$) short reports rejected in 2009 to zero article rejections and one (50%) short report rejection in 2016 (Table 1). These figures are encouraging because they show that articles and short reports are being reviewed favourably more often than not. This could reflect higher quality manuscripts being submitted or reviewers examining papers more generously.

The average time between initial submission and reviews returned to author/s between 2008 and 2016 was 3.7 ± 0.7 months for articles and 3.2 ± 0.9 months for short reports (Figure 3). This varies over time but has decreased overall from a high of 5 months for articles and 4.3 months for short reports in 2008 to three months for articles ($n=20$) and 2 months for a single short report in 2016. This demonstrates that AA is, on average, returning review outcomes to authors within the targeted time periods.

The average number of months between initial submission and publication has also decreased over time (Figure 4). In 2008, articles and short reports were taking on average 15.9 and 15 months, respectively, to move from submission to publication. These time periods have decreased to an average of 5.8 months for articles and five months for short reports in 2016. These figures are the lowest that they have been in the last eight years and show that manuscripts are moving through the review system faster than in previous years. Authors who submit research to AA can expect their manuscripts to be published well within a year.

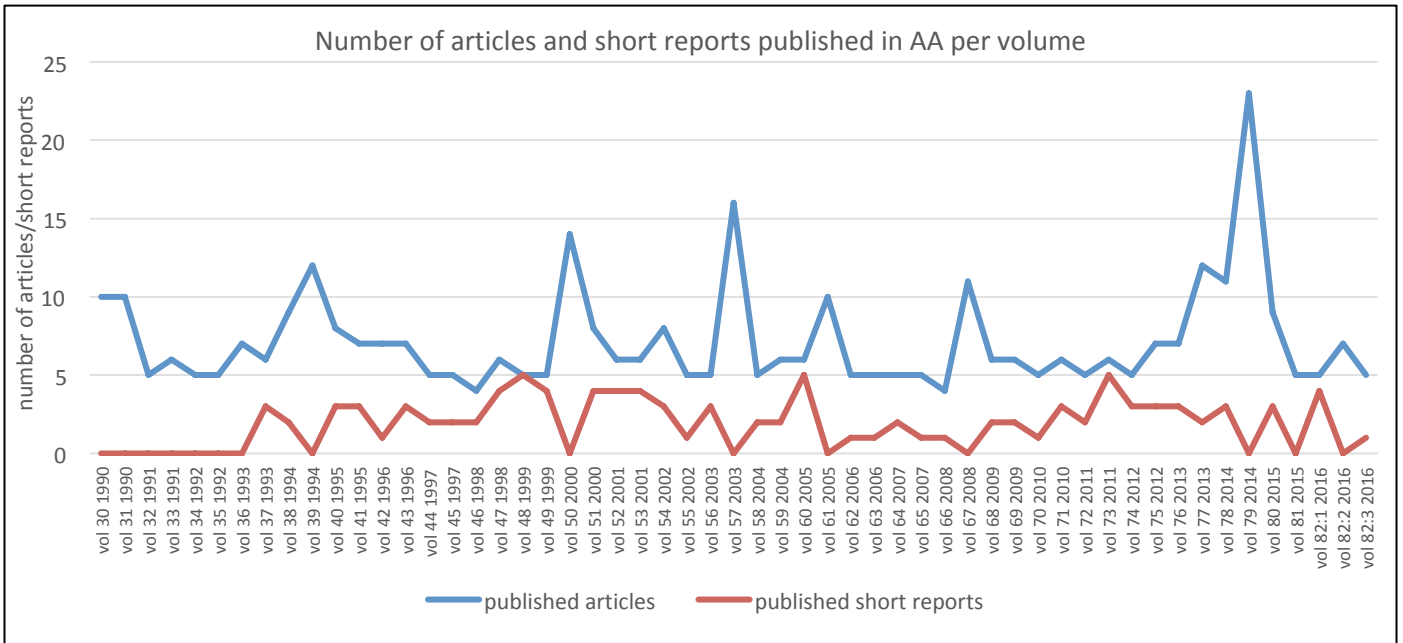
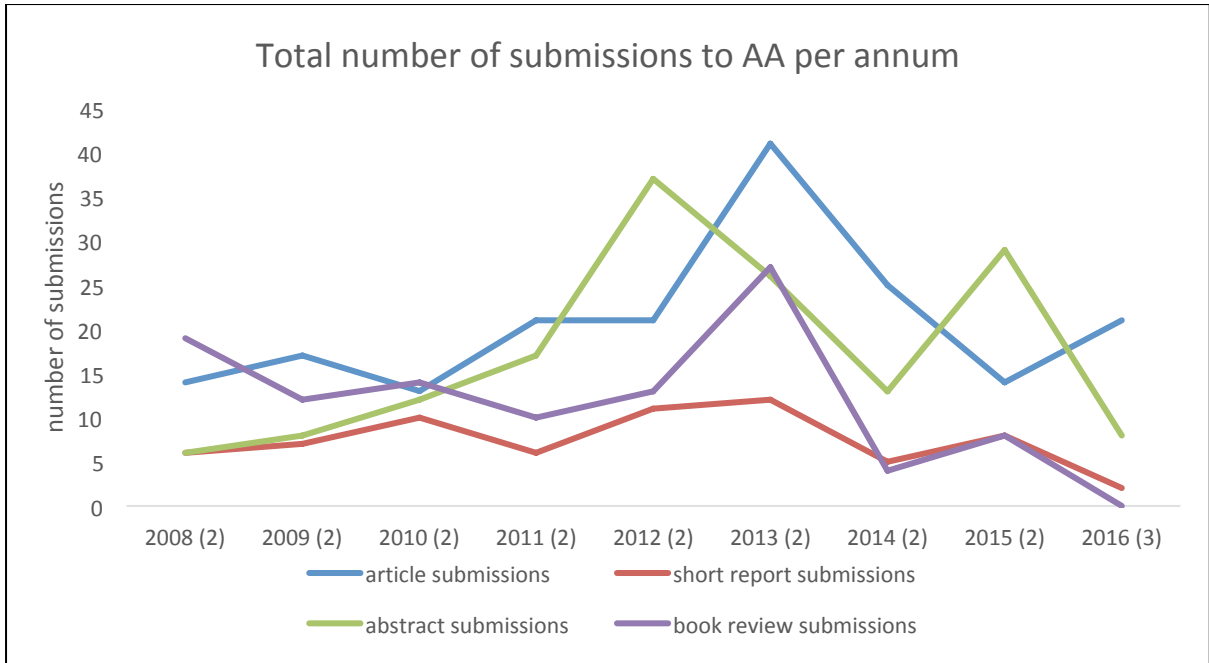
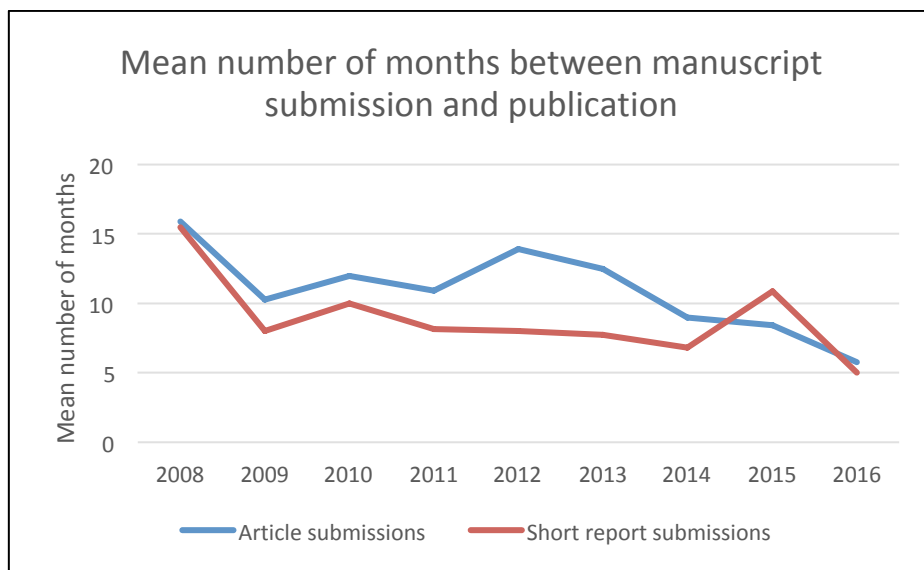
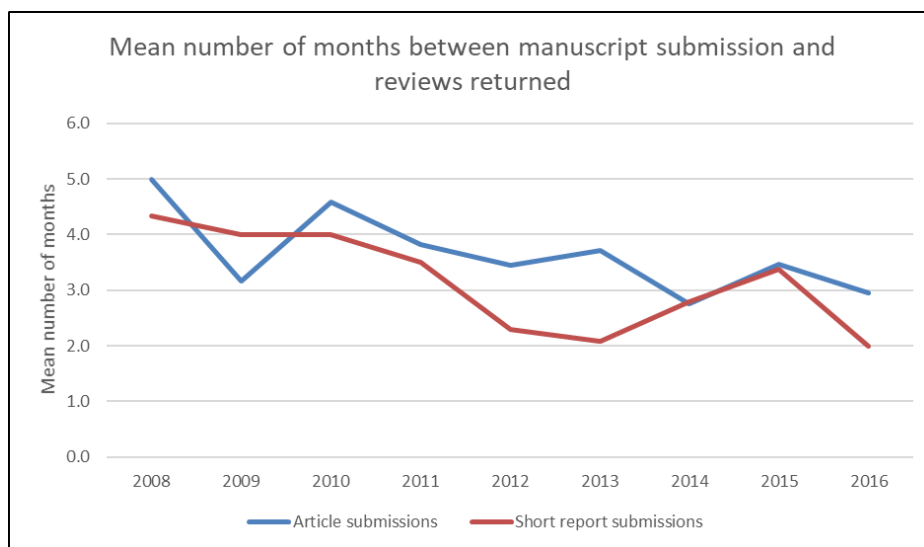


Table 1. Number and percentage of article and short report manuscripts rejected by *Australian Archaeology* per year.

Year	# articles rejected	% of total articles submitted	# short reports rejected	% of total short reports submitted
2008	4	30.8	2	33.3
2009	3	17.6	5	71.4
2010	3	23.1	3	30.0
2011	1	4.8	0	0
2012	2	9.5	2	18.2
2013	6	14.6	2	16.7
2014	2	8.0	0	0
2015	1	7.1	0	0
2016	0	0	1	50.0



Discussion arising:

Comment and question from the floor: The short reports are useful for consulting but the number of words is really short for consultancy purposes. Is there something we can do to increase the number of words for short reports? Sandra Bowdler responded that it was necessary to distinguish between short reports and longer articles. She said that they were happy to publish things such as carbon dates as short reports.

5.6 Webmasters (Sam Harper and Lucia Clayton Martinez)

This was a very quiet year for the website, with Taylor and Francis involvement with the journal and membership components of the website.

Lucia Clayton-Martinez led the webmaster role in 2017, maintaining website updates and continuity. This included news and media releases as sent through, events, job and scholarship offers, and field schools.

An issue arose this year, where the website portal would not connect to the current journal issue on the Taylor and Francis portal. The website host, Digital Monopoly, had changed the website to an older WHM server with a static IP Address, to then configure the domain to point directly to the servers DNS. These changes were not communicated by Digital Monopoly to AAA.

Specific updates include:

- During the year a statement was put up on the website regarding the management of site location on Wikipedia.
- The AGM minutes were updated on the website in March.
- The 2017 Student Research Grant Scheme was offered through the website.
- Digital Thesis abstracts.

Lucia will be stepping down as a webmaster at the end of 2017, Sam returning to a leading role, and a new assistant webmaster is being sought.

Discussion arising: None.

5.7 Public Fund (Fiona Hook)

Public Fund Accounts

As at 30 August the Public Fund account has \$50,091.16 CR. The account was opened on the 1 September with \$50,085.35 CR. We are currently awaiting our auditors to complete their audit for submission to ORIC.

No additional funds have been added as we develop the operating documents and the committee organisation.

Proposed Fund Management Administration Structure

Fund Administration

The fund will be administered by a management a subcommittee, the majority of whom, because of their tenure of some public office or their professional standing, have an underlying community responsibility, as distinct from obligations solely in regard to the cultural objectives of Australian Archaeological Association.

The sub-committee will be comprised of two past vice-presidents and a past treasurer. Their term is 5 years on the Public Fund sub-committee.

The sub-committee will have a chair who reports directly to the President.

The sub-committee will provide written quarterly reports on the activity of the fund.

The sub-committee will prepare a fund allocation application for submission to the NEC as required.

The allocation of public funds will require the written approval of the NEC to the sub-committee chair.

Proposed Operational Document

Australian Archaeological Association - Public Fund Governing Rules

ROCO Minimum requirements

The Association will establish and maintain a public fund.

Donations will be deposited into the public fund listed on the Register of Cultural Organisations. These monies will be kept separate from other funds of the Association and will only be used to further the principal purpose of the Association. Investment of monies in this fund will be made in accordance with guidelines for public funds as specified by the Australian Taxation Office.

The fund will be administered by a management committee or a subcommittee of the management committee, the majority of whom, because of their tenure of some public office or their professional standing, have an underlying community responsibility, as distinct from obligations solely in regard to the cultural objectives of [name of organisation].

No monies/assets in this fund will be distributed to members or office bearers of the Association, except as reimbursement of out-of-pocket expenses incurred on behalf of the fund or proper remuneration for administrative services.

The Department responsible for the administration of the Register of Cultural Organisations will be notified of any proposed amendments or alterations to provisions for the public fund, to assess the effect of any amendments on the public fund's continuing Deductible Gift Recipient status.

Receipts for gifts to the public fund must state:

- the name of the public fund and that the receipt is for a gift made to the public fund;
- the Australian Business Number of the company;
- the fact that the receipt is for a gift; and
- any other matter required to be included on the receipt pursuant to the requirements of the *Income Tax Assessment Act 1997*.

The company must comply with any rules that the Treasurer or the Minister for the Arts make to ensure that gifts made to the public fund will only be used for the company's principal purpose. The company must provide to the Department statistical information on the gifts made to the public fund every 6 months.

Winding-up clause

If upon the winding-up or dissolution of the public fund listed on the Register of Cultural Organisations, there remains after satisfaction of all its debts and liabilities, any property or funds, the property or funds shall not be paid to or distributed among its members, but shall be given or transferred to some other fund, authority or institution having objects similar to the objects of this public fund, and whose rules shall prohibit the distribution of its or their income among its or their members, such fund, authority or institution to be eligible for tax deductibility of donations under Subdivision 30-B, section 30-100, of the *Income Tax Assessment Act 1997* and listed on the Register of Cultural Organisations maintained under the Act.

Draft Rules

Objects of the fund

The AAA Public Fund supports individuals to promote deeper understanding, protection and awareness of Australian moveable archaeological heritage and the archaeological arts of Indigenous Australians. Typically, we support educators, Indigenous people, researchers, students, museum and heritage workers. We acknowledge outstanding contributions to the promotion of archaeology in Australia through annual awards.

Management of the Fund

The fund is to be managed by Responsible persons defined by the ATO– Professional persons.

Gifts and deductible contributions to the fund be kept separate from any other funds of an organisation; that is, a separate financial institution account and clear accounting procedures are required.

All gifts and deductible contributions and interest accruing thereon, be credited to and kept in this fund. (Note: Sponsorships which are usually payments by a business in exchange for promotional or advertising services, do not constitute donations and should not be credited to the public fund).

The fund must not receive any other money or property (e.g. grant payments should not be placed in the fund).

Dissolution of the Public Fund

In the event of the fund being wound up or dissolved, any surplus assets remaining after the payment of the fund's liabilities shall be transferred to another fund, authority or institution, which has similar objects, and to which income tax deductible gifts can be made.

Receipts

NB - Including a rule covering receipts in your fund's governing rules is part of providing a framework to ensure that property and money donated to the fund is used for the purpose it was donated.

To ensure tax deductibility of donations, receipts issued in the name of the fund must contain the following elements:

- Australian Business Number;
- date the donation was received;
- name of the organisation;
- name of the fund;

- signature of a person authorised to act on behalf of the fund;
- name of the donor;
- type of donation (money or property) and value; and
- indication that the fund is listed on the Register of Cultural Organisations maintained under Subdivision 30-B of the *Income Tax Assessment Act 1997*.

If the organisation issues a receipt for a deductible contribution in relation to an eligible fundraising event, there are further requirements. Please refer to the Australian Taxation Office publication

Reporting

Within 21 days of the end of the two six-month periods, January to June and July to December, a registered organisation must provide the ROCO with information on all the tax deductible donations it has received.

This information can be provided via a completed Statistical Return of Donations form and sent to the Department by mail, facsimile or email. A sample of this form is at Appendix Four of this guide. An electronic version can be downloaded from the Department's website at www.arts.gov.au/roco or a hard copy obtained by contacting the Department.

Organisations are required to provide the Department with a 'nil return' if no donations are received within the above periods. Advice of a 'nil return' may be provided by phone.

Discussion arising: None.

5.8 Social Media (Alyce Haast and Elspeth McKenzie)

In 2017 AAA has continued to maintain two social media accounts, A Face book page and a Twitter account. These accounts have been used to share a range of posts with a focus on heritage news from Australia and announcements from AAA itself. These accounts aim to promote archaeological news and ensure that our members have access to relevant news and updates.

Throughout 2017 we have had continued rises in our social media audiences on both platforms. At the time of writing (late November) the AAA FB page had 8754 likers (individual FB users connected to our page), this is up from 6767 at the end of 2016 (a 29% increase over the past 12 months). The audience for AAA's twitter account has also risen to 2379 followers (individual twitter users who follow our account), which is up from the 2075 we had at the end of 2016 (a 14% increase over the past 12 months).

Across the year to date we have shared 459 posts on FB and 428 posts on Twitter. While this is significantly lower than last year's posting levels the level of engagement on each news item has increased from last year's figures. On average, our FB posts reach 2668 individuals which is up from 1559 individuals last year. Our twitter posts on average garner 765 impressions on average with substantial variation in reach seen when particularly controversial or significant news items are shared. This is up from the average 407 impressions per post seen in 2016.

Table 1 summarises out top 10 posts on both social media accounts across the year to date, which highlights the range of content shared on these accounts.

Following the AGM, Alyce Haast will be stepping down from the role of social media officer. If elected Elspeth Mackenzie will continue in the role. Nominations for a second social media officer will be called for 2018.

Table 2. Summary of AAA's Top 10 Posts for 2017 on FB and Twitter accounts. Note that audience numbers, platform algorithms and statistics are different so 'reach' and 'impressions' should not be directly compared.

AAA FB Post Summaries	FB Reach	AAA Twitter Post Summaries	Twitter Impressions
Detailed research has pin-pointed Bennelong's grave to an undisclosed front yard in Sydney	30986	Indigenous owners hope ancient eel traps will be recognised as world heritage	7110
A dictionary of the extinct language of ancient Mesopotamia has been completed after 90 years work	20408	Free palaeontology and archaeology conference at ANU 26th April 2017 with a host of Australian and international speakers	2993
A dig on the site of the former Mistletoe Hotel in Melbourne CBD has uncovered thousands of artefacts	12567	Three rock art PhD scholarships are now available through the Kimberley Visions project	2818
Uluru climbs banned from October 2019	11190	Two historic Cornish mines in South Australia have been added to the National Heritage List	2475
More on the exciting new dating from Kakadu	11135	Members may be interested in a crowd-funding campaign for Mungo Man Return to Country	2174
Rethinking Indigenous Australia's agricultural past	11088	The site of one of Australia's first mass protests gets heritage listing in Victoria	2098
An open letter to the West Australian newspaper on behalf of AAA	10517	Aboriginal rangers discover rock art sites while conducting a burn off	2050
Ngarrindjeri man Chris Wilson becomes first Aboriginal person to earn PhD in archaeology	9973	Nominations are being called for the National Heritage List 2017-2018 assessment period	2038
71,000 hi-res historical maps are now available for download	9849	New Online Database Catalogues 20,000 Threatened Archaeological Sites	1933
Man facing \$300,000 fine for damaging Māori burial site	9460	An interesting hands-on way to learn about rock art and how it would have originally been viewed	1813

5.9 Media Liaison Officers (Megan Gigacz and Annie Ross)

In 2017, the AAA media officer account received four media enquiries which were responded to. Themes of the enquiries included:

- National Archaeology Week;
- Chris Clarkson's research at Madjedbebe;
- general archaeological research being undertaken; and
- the 2017 AAA conference.

A number of enquiries were also received with requests to advertise positions or field schools through our network. These were passed through to the social media officers for attention.

One media release was published on behalf of the Association regarding Chris Clarkson's Madjebebe research and results.

Research has also been undertaken for the preparation of a formal media strategy for the AAA. It is proposed that the strategy will be further researched and refined to be finalized in 2018.

Discussion arising: None.

5.10 Indigenous Liaison Officers (Sharon Hodgetts and Chris Wilson)

Nothing to report on this year.

Discussion arising: None.

5.11 State Representatives

5.11.1 New South Wales (Alan Williams)

In terms of the NSW report, I can advise the following:

In tandem with AACAI and AICOMOS, we have been identified as a 'targeted' stakeholder by NSW Office of Environment and Heritage (OEH) in its reform of the National Parks and Wildlife Act 1974. We have undertaken various meetings over the last 6-12 months with the OEH policy team, and provide input where required. This included developing and distributing a survey for our members to provide feedback on the existing system, and where it may be improved. We have received a summary of the results of this survey, which we will distribute to the members early next year.

The proposed reform package has recently been released, and despite above, does not appear to have changed significantly since we were first invited to discuss it early in 2017. There still seems extensive uncertainty on how the Act would function, with elements of both the Victorian and Queensland processes hinted at in the documentation. It appears to consist of local Aboriginal committees of unknown size and covering unknown spatial areas, and working from yet to be developed maps of cultural value as the 'consent authority' for future development processes. An overarching State committee also has a significant role in this process. At this stage, OEH are suggesting a bill before NSW parliament imminently, with a 2-3 year implementation timeframe. A range of presentations and workshops have occurred, and are still occurring around the State. Comments on the reform – which I strongly recommend all members provide – are being sought by mid December 2017.

We have fielded a few public enquiries over the year. Most recently, these included concerns over the archaeological investigations as part of the Windsor Bridge Replacement Project by a member of the 'Community Action for Windsor Bridge (CAWB)'. A range of questions were made in relation to the nature and methods of the work. Due to existing conflict of interest by the NSW State Representative (Alan Williams being involved in the project), these queries were fielded by the AAA Executive, who directed the member to existing public documentation on the project. A range of archaeological documentation on this project is about to be released imminently by the NSW Department of Planning and Environment, and a poster on the works is available at the AAA conference.

Discussion arising: None.

5.11.2 Western Australia (Wendy Reynen)

This year has been quiet, I have had two enquiries from overseas archaeologists about archaeology jobs in Australia. The main heritage news in Western Australia in 2017 relates to changes to the public sector by the McGowan Labor State Government after the state election in March. In July 2017, the land and heritage functions of the Department of Aboriginal Affairs and the State Heritage Office were amalgamated into the Department of Planning, Lands and Heritage (DPLH). Following stakeholder and community consultation, the Heritage Bill 2017 – set to replace the *Heritage of Western Australia Act 1990* - was introduced into State Parliament in November 2017.

Discussion arising: None.

5.11.3 Tasmania (Anne McConnell)

Key matters of general archaeological interest for 2016-17 are:

1. New Statewide Tasmanian Planning Scheme

Amendments to the *Land Use Planning and Approvals Act 1993*, enacted in December 2015, now provide for a single planning scheme for Tasmania, known as the Tasmanian Planning Scheme. The Tasmanian Planning Scheme consists of State Planning Provisions and Local Provisions Schedules for each municipal area. It was approved in late 2016/early 2017, but the Scheme has not yet come into effect as the Local Provisions Schedules for each Council still need to be developed and approved. Implementation is likely to be late 2017 - early 2018.

There is considerable concern amongst planners, local government, the community generally and within cultural heritage about the State Planning Provisions as these were drafted with minimal consultation and are designed to provide for greater development at the expense of a range of values. Also, they do not serve Tasmania's historic heritage well (indicated in a number of submissions on the Draft State Planning Provisions). Archaeological values, while recognised, are not well provided for in the context of development proposals, and the Scheme does not consider Aboriginal heritage, considered a regrettable omission. A wide range of major concerns were presented in submissions on the Draft State Planning Provisions, but these have been largely ignored.

2. Coastal Change and Heritage Workshop

A small Climate Change and Cultural Heritage Workshop was held on 30th March 2017 at the Royal Tasmanian Botanic Gardens, Hobart. The Workshop was organised by the Port Arthur Historic Site Management Authority, and led by David Roe. Participants comprised representatives from

government authorities/agencies with a responsibility in this area or for climate change programs, and heritage practitioners active in this area in Tasmania. The aim of the workshop was to explore what work is being done in Tasmania in relation to cultural heritage and climate change, and to explore the issues for cultural heritage. The workshop was successful and an excellent opportunity for information exchange. It was also noted how little work has been, and is being done, in this area in Australia at present, in spite of evidence that climate change induced coastal change is already occurring. It is intended to create an ongoing Tasmanian Climate Change and Cultural Heritage Group to share information and discuss issues.

The main Indigenous archaeology matters in Tasmania for 2016-17 have been as follow:

1. *Aboriginal Heritage at Risk in the Tarkine.*

Aboriginal heritage protection remains a matter of extreme concern on the takayna / Tarkine (northwest coast of Tasmania). The area is part of the National Heritage Register listed Western Tasmania Aboriginal Cultural Landscape, and the re-opening of these tracks will impact Aboriginal sites and the area's cultural landscape values. The State government's proposal to re-open a number of 4WD tracks that were closed by the Parks and Wildlife Service to protect Aboriginal sites, based on extensive research, is a political move which does not consider the cultural and environmental impacts.

The present situation is that the Government has now followed due process in at least referring the matter to the Department of Environment and Energy (DEE) (early 2017). This referral makes clear that the government also sees the re-opening of the tracks as a mechanism to increase tourism to the northwest coast. The referral is still not resolved and DEE has asked for more information from the State government on the natural environmental impacts in order to make the decision.

2. *Review of the Aboriginal Heritage Legislation*

The Aboriginal Relics Act 1975 has now been amended, with the amendments taking effect in mid-August this year. The key amendments were–

- Removing the 1876 date reference;
- Introducing more realistic (higher) penalties for damage to Aboriginal heritage;
- Introducing scaled offences, and removal of the ignorance defence and the short time limit for prosecuting offences;
- Establishing a statutory Aboriginal Heritage Council of Aboriginal people to advise the Minister;
- Re- naming the Act to the 'Aboriginal Heritage Act 1975'.
- Setting a statutory timeline for a full review of the Act.

The amendments are relatively minor, and are mostly welcome, however the way in which a number have been dealt with is of concern. The removal of the 1876 cut off for the recognition of Aboriginal heritage while an important amendment has introduced a new set of definitions with non-standard terminology that is likely to primarily assist lawyers. The act fails to provide any terms of reference for the Council in relation to composition, governance and terms of office. The name change is little more than window dressing and is also confusing since it uses the date of the original act and the amendments failed to remove the term 'relic' from within the Act. The amendment process also

failed to properly consult with heritage professionals. A lack of consultation with Aboriginal heritage practitioners and Aboriginal Heritage Officers by Aboriginal Heritage Tasmania remains a concern of local practitioners.

3. Tasmanian Wilderness World Heritage Area Management Planning & Aboriginal Values

Despite concerns from scientists, heritage professionals and conservationists the new Tasmanian Wilderness World Heritage Area Management Plan has been implemented. For the first time the WHA plan allows for a range of inappropriate development in the WHA, and protections for heritage have been weakened.

Out of the plan review process the Federal Government has committed funds to research to identify and clearly document the Aboriginal values of the WHA, in particular the cultural landscape values. The research is underway and is being managed by the Tasmanian Aboriginal Heritage Council.

(Note: This report focuses on Aboriginal archaeology and heritage as historical archaeology and heritage matters is considered to be covered by ASHA).

Discussion arising: None.

5.11.4 Victoria (Georgia Roberts)

This year has been very busy for La Trobe, preparing for the 2017 AAA conference and celebrating the 50th birthday of the University. We have been able to put together a great programme and hope to see many of you there in December.

The second half of 2017 has seen a run on enquiries about Victorian archaeology and the AAA more broadly. These queries can be separated into:

- Students
- Student and networking events
- Advisory Panels
- Private sector projects
- Public archaeology

In October I represented AAA at the Australia ICOMOS Mentoring Program (Victoria) event entitled *Getting Involved in Professional Organizations in Cultural Heritage* at the University of Melbourne. Together with AACAI, we were able to present information on archaeology to a cohort of largely non-archaeologists.

I was contacted through the AAA Vic email address by the father of a primary school boy who is keen on studying archaeology down the track. With the support of the La Trobe Archaeology Society President Emmy Frost, Enrico was given a full tour of the Department and the zooarchaeology collection (in which he is particularly interested). Enrico interviewed Emmy for his class project, leaving having had a wonderful time and enthused with archaeology. I think this example highlights how beneficial the state contacts are for the Association, giving direct local contact between the public and the AAA.

Discussion arising: None.

5.11.5 Queensland (Rosalie Neve)

The main matter dealt with during the year was responding to the Commonwealth's request for public comment regarding the proposed National Heritage Listing of Quinkan Country. Thank you to all our Qld members who provided valuable input through me or directly to the National Executive Committee members to enable the provision of a timely informed response. The submission acknowledged the area is a large part of the Quinkan rock art region in Cape York Peninsula, and that the Laura Aboriginal community including the Laura Rangers are right behind the nomination and require public support. To date we have not received any advice on the progression of the matter through the Australian Heritage Council other than that it should move to the next step in the assessment process in the next 6 months.

Other community generated matters ranged from potential concerns for a significant Aboriginal site in the Central West to a query for suggestions about archaeological themed work placement to fulfil a 15-year-old student's aspirations.

Being new to the state representative role this year I was exceptionally grateful to our AAA NEC and the QLD members for all their assistance. Whether it be related to internal matters such as representation on the NAW committee and the QLD NAW coordinator or responding to public queries and concerns, the willingness to volunteer, to provide general advice, suggestions and potential solutions to matters raised has been heartening.

Discussion arising: None.

5.11.6 South Australia (Sean Freeman)

No report submitted.

Discussion arising: None.

5.11.7 Northern Territory (Malcolm Connolly)

No report submitted.

Discussion arising: None.

5.11.8 Australian Capital Territory (Vacant)

No report submitted.

Discussion arising: None.

5.12 Student Representatives (Carly Monks and Rebekah Hawkins)

We were extremely pleased to start 2017 off with the continuation of the Student Research Grant Scheme. It was fantastic to be able to again offer grants to Honours, Masters and PhD students from across Australia. This year a maximum of \$750 for Honours or Masters by Coursework with a Research component, \$1200 for Masters by Research candidate and \$1800 for PhD candidate was offered. We hope this grant scheme continues as it provides invaluable support to students.

The recipients included:

- Lauren Prosser – Microstratigraphic and geochemical investigations at Wadi Hammeh 27, Jordan

- India Dilkes-Hall – Kimberley carpology in a nut shell. A macrobotanical analysis of carpological assemblages recovered from the Kimberley, WA
- Emmy Frost – Rocky Cape revisited: re-investigating dietary change at the Rocky Cape caves, northwestern Tasmania
- Jo-Anne Thomson – Valuing Indigenous archaeology in Western Australia
- Jacinta Koolmatrerie – Adnyamanthanha yura malka
- Steve Muller – 'This lovely child so young and fair': child memorialisation and the construction of 'childhood' in the Australian cemetery landscape from colonial times to the present
- Ashleigh Murszewski – A geoarchaeological approach to understanding the formation and survival of fossil bearing palaeokarst in the northern sector of the Cradle of Humankind World Heritage Area, South Africa

In other news, the National Archaeology Student Conference (NASC) was held this year by students from Melbourne University. This was the 4th conference since the 10-year hiatus from 2004-2014 and so it is really exciting to see it continuing, especially since there is no overarching organising body as the conference moves from university to university depending on applications of interest. Close to 100 local and interstate students attended with a wide range of presentations and lots of support from consultancies and organisations. NASC will be continuing next year with students from the University of Sydney hosting the conference from the 24th-26th August 2018. It would be great to continue to support this conference as it provides a supportive platform for students to present and discuss research, network and gain confidence in a conference setting.

There were very few emails this year with only a couple of requests for information on studying archaeology in Australia. Prospective students are now able to find the majority of information on line and the advice articles that were written last year are hopefully going some way to answering their questions.

Finally, at the end of this year we have both decided to step down from the Student Representative roles to give other students the opportunity and due to changing work/study commitments. We have both valued and appreciated the opportunities and experience this responsibility has given us both and want to thank all AAA committee members for their help, especially with regards to the Student Research Grant Scheme. We wish the incoming Student Representative the best of luck and will be available for advice if needed.

Discussion arising: None.

5.13 Australian National Committee for Archaeological Teaching and Learning (ANCATL) (Georgia Roberts and Melissa Marshall)

This year we have tried to work on sorting out our role and developing projects within that. We have started to do an inventory of the work experience register and hope to get that up and going again in 2018.

We have also flagged a new project for investigation in 2018, organising and running a series on face-to-face and online workshops throughout the year focussing on the skills shortages in:

Non-archaeology specific skills

Report writing
Computer literacy
Time management
Project management
Critical thinking
Library/archival research
Field survey techniques
Field survey techniques
Knowledge of legislation
Conservation of artefacts

Archaeology Specific Skills

Residue and use-wear analysis
Floral analysis*
Geographical information systems (GIS)
Human skeletal identification and analysis
Sediment analysis*
Faunal analysis
Rock art recording and analysis
Statistical analysis
Advocacy/public relations

We are currently looking to increase the membership of the committee. We are seeking anyone who is interested in the teaching of archaeology, be that theoretical and/or practical. We would also like to get people involved who are passionate about communication of our discipline more broadly. You do not need to be actively teaching to be involved with this committee.

Discussion arising: None.

5.14 Code of Ethics Subcommittee (Luke Godwin)

Lara Lamb spoke to the ethics report.

One major issue has been referred to the Ethics Officer this year. As the matter is currently *sub-judice* it would be inappropriate to comment further. It suffices to note that the Association executive agreed that use of legal avenues available to others offered clearer means of resolving this issue than did investigation of possible breaches of the Association's Code of Ethics. The issue raised a series of questions surrounding acceptance of conference papers from non-members and the applicability of the Association's Code of Ethics to such contributions, along with questions of providing sponsorship to non-members and the like. It is the view of the Ethics Officer that greater clarity and guidance needs to be provided to the persons charged with making decisions on these matters for each conference. The Ethics Officer forwarded thoughts on these issues to the President for consideration by the Executive.

The Ethics Officer also recused himself from a particular piece of work. In his estimation, he might have had a conflict of interest in undertaking this work arising from matters referred to the Association.

Discussion arising:

Lara Lamb indicated that over the last 2 years a number of ethics issues have arisen around both members and non-members of AAA. Non-member issues have arisen at the AAA conference and because they have not been AAA members, the Association has been powerless to take any action. Lara put it to the membership that AAA, like many other associations, limit presenters to members. This would allow AAA to have oversight and recourse over ethics issues.

Peter White asked if posters would be included.

Lara confirmed yes.

Question from the floor: Would this include invited international guests?

Lara replied No.

Question from the floor: What about Traditional Owners?

Lara replied that the NEC were open to discussing ways of supporting TOs to join AAA. She also clarified that it would be lead authors only that would be required to be members. She commented that as archaeologists are encouraged to collaborate and as a result the opportunity for ethical problems to arise has grown. We need a way to have ethical oversight.

Richard Fullagar asked if there could be exemption if by special invitation, i.e. if TOs were invited.

Lara replied that there could be a good possibility for this.

Annie Ross commented that she wasn't sure we should make exceptions and that there is and would be mechanisms in place to support TOs to join.

Aaron Fogel commented that it was actually cheaper to attend the conference if you joined as a member and got the member discount.

Bruno Davis asked what about the plenary speaker?

Lara confirmed that no, they would not be required to be a member because they were invited to speak.

Bryce Barker asked if the Association was funding TOs to come to the conference and paying their membership, we'd be paying for everything.

Lara confirmed that wasn't the case that AAA did not always pay for everything.

Annie Ross commented that TOs had to apply for a subsidy.

Ken Mulvaney asked Can you say from which section the issues have come about? I have no problems with saying that the lead author has to be a member, but I don't think we need to burden people to present at a conference.

Sharon Sullivan said I agree. Not quite clear what the problem is, it would be useful to know the circumstances we are working around. Normally presenters should be a member. Hope the committee can find a way to find exemptions. What level of risk are we trying to avoid? Make a general rule but also room for exemptions.

Question from the floor: Is it possible to look at data for non-members vs members?

Lara confirmed that Conference Online would have this information.

Key Mulvaney asked what is the problem?

Lara responded that she would try to explain but some things can't be talked about at the moment for legal reasons. When a non-member transgresses the code of ethics, AAA can't do anything about it.

Jo McDonald commented that it is not our position to endorse what people say.

Ian Johnson commented that what we're after is getting people to agree to the code of ethics? What about waiving the membership but getting people to agree to the code of ethics.

Nigel ? commented that he is not opposed but how many breaches has there been by non-members in the last 5 years?

Fiona Hook confirmed that there had been 6 breaches in the last 5 years.

Sven Ouzman commented that what hasn't been discussed is the two types of insurance – think of it as a risk management exercise where someone says something in a AAA forum which could be viewed to be endorsed by AAA. What you're doing is avoiding using insurance.

Carly Monks commented that she thought it was a good idea and that other conferences that she had attended she had to become a member. What can the NEC do to censure people who transgress the code of ethics?

Lara responded that there is the options of private or public censure, revoking of membership etc. There are three categories of actions that can be taken.

Jo McDonald made the point that we are not a professional association, we don't endorse what people say at a conference. Can't we have a mechanism to say that 'we don't endorse the statement made by X which is not in accordance with our code of ethics'? Non-endorsement is a more powerful mechanism.

Sharon Hodgetts replied that you don't want them to go against the code of ethics in the first place. What can you do so that it doesn't happen in the first place? Once the damage is done, it's done.

Lara noted that some associations write clear preambles about the principles of the association to their codes of ethics. She suggested that AAA write a clear preamble to add to the code of ethics.

Peter Veth stated that he doesn't think there's a contractual obligation on presenters. If a presentation is racially discriminatory can follow up in the federal court. Freedom of speech should be stood up for. If something crosses the boundary of ethics, laws etc, then people have a right to respond. Not sure this can be codified.

Lara responded that Codes of Ethics have limited powers in non-professional bodies. As a result of what happened in Terrigal last year, a checkbox was implemented on abstract submission webpage this year. Yes people can tick the box and do whatever.

Jo McDonald replied that you can stop people in the middle of their paper. Convenors should know when something happens or is said.

Annie Ross responded that in many cases they didn't know until after.

Jo McDonald replied that there needs to be some process in place to stop papers.

Lara commented that it is common for non-professional associations to require presenters to become members. What is it that you object to requiring people to be member?

Ken Mulvaney said that it's hard to know if something has given offence. Sanctioning seems illogical. Need a system where convenors have control in the management of papers/presentation and selection of papers. Surely the convenor would sense offence.

Bryce Barker commented that the issue may be about permissions. How would convenors know at the time?

Jo McDonald replied that an offence has to be felt by someone who was present.

Sandra Bowdler said something to the principles of requiring people to be members.

Motion:

"That at our annual conference and associated activities, the first presenters/authors of papers and posters are required to be members of the Association, but that the Conference Organising Committee would be empowered to waive that requirement in certain circumstances determined by the committee". Moved: Chair. Motion carried unanimously.

5.15 National Archaeological Week Subcommittee (Fenella Atkinson)

NAW co-ordinators

The continuing state and territory co-ordinators were Antoinette Hennessy (SA) and Paddy Waterson (Qld). New co-ordinators were Samuel Dix (Tas), Caroline Spry (Vic), Wendy Reynen (WA) and Helen Nicholson (NSW). We were missing co-ordinators in the ACT and NT. Luke Kirkwood continued to manage the website. All co-ordinators are happy to continue their roles in 2018.

Archaeological society liaison officers

The Australian Institute for Maritime Archaeology (AIMA) Vice President Danielle Wilkinson promoted NAW through their FB page and email list, and member Stephanie Morries has kindly offered to be the AIMA NAW liaison officer. The Australasian Society for Historical Archaeology (ASHA) NAW liaison officer is Helen Nicholson (also our NSW co-ordinator).

Our aim for 2018 is to continue to improve liaison with the various Australian archaeological societies, and the student archaeological societies.

Dates

A misunderstanding of the dates resulted in NAW being celebrated over two weeks this year. NAW is often promoted as being the third week in May; some have understood that to mean starting on the third Monday, rather than the third Sunday. It was not much of a problem, as events are usually spread over a longer period in any case. But we have posted the dates for 2018 on the Facebook page to avoid the issue in future, and will continue to do this at the end of each NAW.

Events and attendance

Events were held in all states and territories with the exception of the NT and were organised by museums, universities, student societies, consultancies and the co-ordinators themselves. In total, we promoted 46 events as part of NAW; some were organised specifically for NAW, but the majority were joint events.

Regarding attendance, we don't have much data on numbers or demographics. Sam (Tas co-ordinator) advised that the Tasmanian events were attended by from 5 to 20 people. Caroline (Vic

co-ordinator) advised that Victorian events were also well attended, but would have benefited from greater publicity, and this is probably fair to say across the board. In addition, we do need to focus efforts on encouraging events outside the metropolitan centres.

In SA and Victoria, Antoinette and Caroline arranged with the Australian Heritage Festival, run by the National Trust, for joint promotion of events that were relevant to both. Antoinette has been doing this successfully for a number of years. The AHF is an annual month-long festival, starting on 18 April each year, so NAW usually occurs around the end of this month. The National Trust in Victoria suggested listing NAW in its entirety as an AHF event in future. If the state/territory co-ordinators are happy with this approach, we will try it in 2018.

If possible, it would be good to know whether NAW events could be covered by AAA's insurances. This would give the co-ordinators more confidence in encouraging people to hold events specifically for NAW.

Online presence

Luke Kirkwood continued to manage and improve the NAW website, and to respond to or forward any enquiries made through the website. The social media accounts were managed by Rebekah Hawkins (from the NSW NAW committee) and Caroline Spry (Vic co-ordinator), and posts were also made by individual state/territory co-ordinators. I think that previously there has been some frustration with not knowing how to contact anyone within NAW; the improvements to our online presence have addressed this issue. They also helped us to include and promote those events that were organised independently of the committee.

Rebekah and Caroline set up a schedule for Twitter and FB posts for the period immediately before and during NAW, established a hashtag (#2017NAW), re-posted relevant posts from elsewhere, and responded to any enquiries through the FB page. Rebekah also set up an Instagram account this year. The number of people who liked the FB page increased by about 250 this year (to a current total of 1253, as at 6 November), followers of the Twitter account increased by about 100 (to 330), and the Instagram account went from 0 to 104.

In 2018, we will use these platforms to send out earlier reminders about NAW (from early in 2018), as a key concern was that greater lead-in time was needed in order to organise and promote events. If funds are available, we would also like to subscribe to a social media management service like Buffer or Hootsuite.

A number of archaeology departments, companies and individuals participated in NAW through posts on their own FB pages, including (to my knowledge):

- A life in ruins
- Archae-aus
- Lego Classicists
- Queensland Museum
- Sydney Living Museums
- Sydney Water
- Terra Rosa Consulting
- USQ Archaeology and Anthropology

And several more posted on specific events.

Media

Media coverage of which I am aware:

- Craig Barker, 'Can you dig it?' on Rhianna Patrick's program, ABC radio, 6.30pm 23 April 2017
- Lesley Beaumont, James Flexner, and Peter Adcock, 'The art of digging: The evolution of archaeology', Nightlife, ABC radio, 9pm 13 May 2017
- Overview on QT in Queensland, 15 May 2017 – based on information provided by Megan Gigacz (AAA Media liaison officer) and Fenella Atkinson
- 'Museum Day and Archaeology Week reveals historical Hastings secrets', *Port Macquarie News*, 17 May 2017
- Sean Ulm and others, ABC Radio 891, 10am 23 May 2017
- Lesley Beaumont, 'The Future in the past', *SOPHI Magazine*, Issue 4, Winter 2017, pp.14-17
- 'Archaeologists explore Wollongong's underground', *Illawarra Mercury*, 9 June 2017

In 2018, the NAW committee would appreciate any assistance or advice that the AAA media liaison officers can provide regarding development of a media strategy, and specific media releases.

Graphics

The NAW graphics were designed by Liz McGrath about 10 or so years ago, and posters and bookmarks were produced by AAA. We still have a good amount of A4 and A3 posters, but have run out of bookmarks. It looks as though digital templates for brochures and letterheads were created, but I have not been able to track down the originals.

Discussion arising: None.

5.16 Student Research Grants (Bryce Barker)

Bryce Barker presented a short report on the Student Research Grants (SRG) from the floor.

During our recent SRGS assessment process, the SRGS subcommittee highlighted some issues in relation to the eligibility rules of the scheme. The discussion revolved around whether the Australian Archaeology Association should fund projects that have no links or bearing on Australasian Archaeology and thus do not reflect the Associations requirements for publication in the Association journal. In light of the increasing number of students applying and the limited funds on offer we feel that we need to ensure that funds are directed to archaeological research in Australia and its regions rather than spread more widely (Applications in the 2017 round included: Presence of foreigners in Middle Kingdom Egypt, geoarchaeology in Saudi Arabia for example). Other changes discussed included the need to have a criteria relating to academic merit in which a CV or academic transcript would need to be part of the application. Evidence of Traditional Owner support for the project was also discussed. I have included suggestions of possible changes in the conditions and selection process (outlined in red below).

Conditions of Award

1. *The amounts awarded are a maximum of \$750 for an Honours or Masters by Coursework & Research student, \$1200 for a Masters by Research candidate, and \$1800 for a PhD student. Students undertaking Masters by Coursework only are not eligible.*
2. *The award is open to full-time and part-time students enrolled in an Australian institution.*

3. The project must have a focus on archaeological research within the Australasian region in line with the Australian Archaeology Association journal 'Aims and Scope' guidelines. (Australasia comprises Australia, New Zealand, Melanesia and the Pacific).

3. The applicant must be an AAA member in the year of application.

4. For Masters by Research and PhD students only this can include travel funding for the Australian Archaeological Association Conference when: presenting results directly related to research funded by the award; other existing sources of conference funding have been utilised; and the award is not destined solely for the purpose of AAA Conference travel funding.

Students who use the SRGS award to help fund travel for the AAA conference will not be eligible for AAA reimbursements to student conference attendees.

5. Monies are awarded for costs directly related to the project specified in the application and may not be used for any other purpose.

6. If the project is not completed by the end date specified on the application, or any extension of the end date approved in writing by the SRGS sub-committee, any unspent portion of the award may be forfeit.

7. Students will be eligible for only one award during enrolment in one research higher degree program. A student who has received an award and who subsequently completes their degree program is eligible to receive another award if they later enrol in a further research higher degree program. Students who have received an award at any level and who subsequently transfer to the same degree level at another research higher degree program will not be eligible for a second award.

8. All publications, reports, posters and theses arising from research supported by the AAA Student Research Grant are expected to acknowledge its support.

9. An abstract of the awardee's research will be submitted for publication in Australian Archaeology, along with a presentation and/or a poster at the AAA conference.

10. All receipts for costs associated with the SRGS must be retained and submitted to the AAA along with a brief report on their project, outlining the perceived benefits of the award to their research and thesis. This report (plus receipts) must be submitted within 3 months of completion of the thesis or 1 year from award (whichever comes first for awardee).

Australian Archaeological Association Student Research Grant Scheme

The Australian Archaeological Association Student Research Grant Scheme (SRGS) is a competitive grant that awards funds for costs directly relevant to a student's research in archaeology including, for example, fieldwork, travel to gather data, and sample dating. The SRGS covers research costs that are in excess of standard Honours and Postgraduate university funding (e.g. Postgraduate travel awards, School funding, etc.).

Conditions of Award

Selection Process

*Formal assessment of applications will be undertaken by the AAA SRGS sub-committee. Grants are awarded based on the merit of the proposed project, **its feasibility and the academic merit/record of the applicant**. The number of awards granted is at the discretion of the AAA SRGS sub-committee.*

Completing the application

Please ensure the application is complete and accompanied by the following documentation: project outline, budget, budget justification, supervisor's reference.

1. The project outline (minimum one page, maximum two) will include the following:

- a summary of the research problem;
- how the work relates to the student's overall research plan for their degree;
- value of the research project to national and international archaeological research;
- details of the proposed research to be funded by the award, including methods, materials and location; and
- (Postgraduate students only) if the student is seeking funding for current research activities which may then require significant additional funding to complete, an outline on how the student proposes to fund the extra research needed to finish the MPhil/PhD.

2. Budget: a detailed budget must be submitted, including specific quotes where appropriate (airfares, equipment purchases, etc.). Applicants must be specific about what the money is needed for.

3. Budget justification: the student will outline why the money is necessary for completion of research.

4. A reference letter from the student's supervisor *including evidence of Traditional Owner/community support if applicable.*

5. *Academic transcript or Curriculum Vitae*

Discussion arising:

Bryce Barker opened the discussion and commented that there is a need to change the rules around grant eligibility. For example, how do we define Australasian? Should include Pacific and Polynesian. Need to have academic merit as a requirement. Also evidence for Traditional Owner support of a project.

Carly Monks replied that geographic area was an issue. Some areas in the world have lots of funding, some don't. The SRGs haven't been restricted because of this in the past. Letter of support from TOs is a good idea. Didn't recommend academic record, as Honours Students in particular may have had issues that shouldn't be held against them.

Sharon Sullivan commented that she agreed with Carly regarding academic merit. Should encourage lots of people to apply not just on academic merit. Do need to limit geographic area.

Bryce Barker asked: are with the Association of Australian Archaeology or Archaeologists?

Lara Lamb suggested that it should be academic merit of the project, not the student.

Bryce Barker responded that the committee had discussed submitting CVs. At the moment they get proposals and they don't know who the student is or their background. Need all the information they can get to make decisions.

Judy Field had two points to make. Firstly, give preference to Australasian projects, if money left over then go wider. Secondly, make it a requirement to publish a short report in AA.

Bryce Barker replied that there is a requirement to publish in AA, there is a set of rule of what can be published in AA.

Matthew Spriggs commented that AAA always has sessions about archaeology outside Australia, worries him that we could be cutting people out. Criteria should be relevance.

Jo McDonald stated that if you are an Australian archaeologist enrolled at an Australian university but doing work in an area outside Australia you should still be considered.

Bryce Barker responded how do we deal with that? How do we prioritise that? Rank in terms of Australian archaeology first, as just proposed?

Lucia Clayton-Martinez stated that she objects to the view that students are trying to rort the system. Agrees that there has to be some form of guidelines, AAA needs to support Australian archaeologists but people are studying areas overseas and the research outputs of these projects can still be relevant for Australian archaeology.

Bryce Barker concluded by stating that we are struggling to fund all applicants and we need to tighten the criteria.

5.17 Discussion arising from reports

No discussion arising.

Motion:

“That all the reports as presented are adopted”. Moved: Chair. Motion carried unanimously.

6. Remuneration of servants of the association

Fiona Hook reiterated that the servants of the Association are all volunteers and receive no remuneration.

7. Conferences

Lara Lamb provided an update on upcoming conferences.

2018 conference will be a joint conference with NZAA.

2019 conference will be hosted at Southern Cross University on the Gold Coast.

2020 is tentatively to be hosted by the University of Queensland.

2021 – Anyone likely to nominate? Indicated from the floor that Griffith University may be willing if necessary.

2022 – UWA has agreed to host.

Discussion arising:

Fiona Hook raised the concern that finding host institutions for conferences is becoming an issue and is causing a lot of angst. Academics are also time-poor which means that the NEC has had to step up and help run the conferences. One suggestion is to set up a conference sub-committee to investigate alternative ways to run future conferences. Suggested that this sub-committee could report back at the next AGM about options for mechanisms to take the load of academics.

Sam Harper commented that the cost of the conference is getting prohibitive. Are there ways to reduce the fees by decreasing the overheads? Also noted that the program had lots

of conflicts in sessions, need more academic/association involvement to identify which sessions work together.

Resolution:

"To set up a sub-committee to review conference organising options, to be comprised of three members to be co-opted, who have experience in organising conferences before".

Moved: Fiona Hook. Seconded: Sam Harper. Passed unanimously.

Nominations were taken from the floor: Sean Ulm, Fiona Hook, Annie Ross and Sam Harper.

8. Other business arising from the floor

Discussion arising:

Judy Field requested that AAA send a letter of congratulations to Alice Gorman for winning the 2017 Bragg UNSW Press Prize for Science Writing. Lara Lamb congratulated Alice on behalf of AAA and agreed to write a letter of congratulations to her.

Peter Veth announced that the Southern Deserts Conference will be hosted in Karratha next year and will include the World Heritage summit for Murujuga. 6–10 August 2018.

Annie Ross raised the issue on behalf of the Awards Committee regarding best paper prize. She commented that in the last few years the committee has experienced increasing difficulty in awarding the best paper prize. Concurrent sessions has meant that the process has become really unfair as papers in the more popular sessions get more votes. Annie proposed that we no longer give paper prizes – we have moved beyond that, it is not a fair system and we shouldn't do it. Propose that we get rid of photo competition and student paper prizes. Posters are fair.

It was noted from the floor that it is difficult for students to get funding, should be possible to submit.

Annie Ross replied that it has to be fair.

Carly Monks commented that EAA conference award the prizes by presenters submitting papers in advance.

Annie Ross replied that there is a huge amount of work in reviewing papers.

Bryce Barker asked what if the presentation is not good?

Peter White agreed and commented that it's not just content, it's the presentation. The written version is only half of it. Good paper – get it published.

Motion:

"That the two remaining paper prizes be terminated". Moved: Annie Ross. Seconded: Peter White. 1 opposed, motion carried.

9. Election of Office Bearers

The following individuals will be continuing on the National Executive in 2018:

- Vice President: Lara Lamb
- Treasurers: Aaron Fogel and Kelsey Lowe

- Webmaster: Sam Harper
- Social Media Officer: Elspeth McKenzie
- Indigenous Liaison Officers: Sharon Hodgetts and Chris Wilson
- Public officer: Mirani Litster
- Queensland Representative – Rosalie Neve
- Northern Territory – Malcolm Connolly
- South Australia – Sean Freeman
- Tasmania – Anne McConnell
- NSW – Alan Williams
- WA – Wendy Reynen

The follow positions were vacated and elections held.

9.1. President

One nomination received for President: Michael Slack. Elected by acclamation.

9.2. Secretary

One nomination received for Secretary: Boone Law. Elected by acclamation.

9.3. Membership Secretary

One nomination received for Membership Secretary: Kasih Norman. Elected by acclamation.

9.4. Assistant Web Master

One nomination received for Assistant Web Master: Stephanie Vick. Elected by acclamation.

9.5. Confirmation of 2017 co-opting of Media Officer (Ratification from floor)

Annie Ross was co-opted during 2017 to the role of Media Officer. Moved from the Chair to confirm co-opting. Motion passed unanimously.

9.6. Social Media

One nomination received for Social Media Officer: Chris Urwin. Elected by acclamation.

9.7. State reps

9.7.1 ACT

One nomination received from the floor: Colin Pardoe. Elected by acclamation.

9.7.2 Victoria

One nomination received from the floor: Jaqui Tumney. Elected by acclamation.

9.8. Student reps

One nomination received: Agata Calabrese. Elected by acclamation.

One nomination received from the floor: Ana Motta. Elected by acclamation.

9.9. Creation of the ICOMOS representative sub-committee

Motion:

"That the Association create the ICOMOS representative sub-committee". Moved by the Chair. Motion passed unanimously.

10. Appointment of the Auditor of the Association

Aaron Fogel and Lara Lamb gave an overview of some recent issues with current appointed auditor of the Association. The auditor is not responding to emails or contact. The auditor is required to complete two audits including an audit of the association and an audit of the public fund. Whilst he has completed the association audit, the public fund audit is still outstanding. The rules of the association will not allow us to change auditors mid-year.

Discussion arising:

Annie Ross suggested that an extraordinary meeting could be held next year.

Fiona Hook suggested that should try to get response, if no response then source another auditor.

Motion:

"That the association ratify the existing auditor, but in the event that the existing auditor does not respond in a timely manner or does not perform required duties then we empower the National Executive Committee to appoint another auditor". Moved: Annie Ross. Seconded: Jo McDonald. Motion passed unanimously.

11. Close of Meeting

Motion:

"Thanks to the current National Executive Committee for all their hard work". Moved: Michael Slack. Seconded: ?. Motion carried unanimously.

The President Lara Lamb thanked everyone for coming and closed the meeting. The meeting was closed at 7:55 pm.