

MINUTES OF THE 2002 ANNUAL GENERAL MEETING OF THE AUSTRALIAN ARCHAEOLOGY ASSOCIATION Inc.

Southbank Hotel and Convention Centre, Townsville, Queensland
Wednesday 20th November, 2002

The President, Sean Ulm, opened the meeting at 7:32 pm.

1. Present/Apologies

Apologies from Tessa Corkill, Maria Cotter, John Edgar, Pat Gaynor, Laila Haglund, Jay Hall, Lesley Head, Jo McDonald, Leah McKenzie, John Mulvaney, Colin Pardoe, Jill Reid, Claire Smith, Di Smith, Pam Smith, Tam Smith, John Tunn, Peter Veth, Louis Warren and Beth White.

2. Confirmation of Minutes of the 2001 AAA AGM

The pre-circulated minutes of the 2001 AGM held at Kondari Resort, Hervey Bay, Queensland on Friday 7th December, 2001 was moved from the Chair and the motion carried nem. con..

3. Business Arising from Minutes of the 2001 AGM

3.1 Logo competition

Competition as per 2001 AGM advertised early in year
Short-listed entries published in AA54

AGM voted overwhelmingly to retain current logo
Tony Eales won the \$500 prize for his entry which came second after the current logo

3.2 Australian Archaeology author agreement

A draft Author Agreement for publication, reproduction and communication of contributors' work published in *Australian Archaeology* by the Australian Archaeological Association Inc was tabled. Peter White objected to the proposed author agreement, specifically the clause handing all revenues from publication to the Association. Oceania Publications gives half of all income from a publication to the author after that income exceeds \$50. He suggested AA proceed on the same basis but with a \$100 threshold. The President explained the difficulties of tracking small amounts of money through changes of the Executive. He also raised AAA's non-profit status and the need to raise funds. Ensuing debate saw Ken Mulvaney support Peter White while the Treasurer supported the President, who pointed out that the proposed procedure was the same as that used by most big publishers. Nicky Horsfall asked what the debate was about. Robin Derricourt explained. Martin Gibbs asked about an 'opt-in' option. The Secretary raised the issue of inconsistencies in approach between Executives and Ann McConvell said it was incumbent upon successive Executives to manage this process. The Secretary pointed out that such attitudes were unrealistic. Robin Derricourt said it was a good agreement.

Moved Annie Ross: the membership should accept the proposed author agreement. Seconded Robin Derricourt. Motion carried, majority for, 3 against.

3.3 Media liaison officer

At the 2001 AGM, Peter Veth and Anita Smith were suggested as AAA publicity officers. Anita Smith emailed the

Executive on 8 November 2002 to say she would not be able to carry out the role. Peter Veth was happy to assume the position, but suggested a subcommittee be formed to discuss media requests, with draft responses placed on the AAA website for discussion before distribution. Comments from the floor indicated that media requests need immediate responses and that a committee would be too unwieldy. Others responded that a committee could generate press releases rather than respond at short notice to media requests. Ken Mulvaney suggested media responses be made by local people in the area referred to by any requests. The President responded positively, mentioning the Society for American Archaeology's 'expert volunteers'. Denis Gojak suggested AAA provide AAA/national responses, while local people could make local responses. Andrew Border agreed. Clint Hammond said his professional experience in government media work indicated one person was needed as a conduit after the Secretary suggested a committee could generate news. Bryce Barker agreed and suggested a need to clarify the Association's position. The President raised the need for profile-building. Julie Drew indicated a need for elected press officers. Betty Meehan said we needed a PR person. John Richter said it ought to be a paid professional PR person. Annie Ross said there should be no added load for the President – whether professional or not, a separate person was needed.

Ken Mulvaney asked whether the idea was to respond to media requests or raise AAA's profile. President said AAA needs a media-savvy person to raise profile, but not necessarily a paid professional. Clint Hammond said a single person was needed to do both, but should go through the President for final say/sign-off to look professional. The President said all written material issuing from AAA should go out over the President's signature.

Moved Julie Drew: that a media liaison/PR officer be seconded to the Committee to deal with all media issues, with final sign-off by the President.

Seconded Peter White. Motion carried nem. con.

3.4 National Archaeology Week

The President asked Michael Westaway to speak to the issue. Westaway explained the purpose and progress of NAW. Seventy people were involved nationally and AIMA and ASHA were on board. Some problems had arisen with scheduling events in a national common week. A meeting was planned for Thursday 21 November 2002 at 5:00 p.m. to discuss all issues. The President asked whether AAA money was needed, and whether the main costs would be posters and flyers. Comments from the floor indicated local sponsors could provide in-kind support but few could provide cash. The question of 'authority to act' in raising funds, etc., at local level was raised by NSW members. The President asked whether NAW was primarily a AAA event, or was AAA just one partner in a larger enterprise? Michael Westaway indicated all these questions would be addressed at the Thursday meeting, but the question of AAA money remained to be resolved. Ken Mulvaney noted that the NT approach would be very informal and simple to organize, and the question of money could be sorted out later. Denis Gojak said ASHA agreed to support NAW, and the question was whether AAA had the constitutional mandate to provide

money. The President stated the mandate was there in the Association's Objects and Purposes. Julie Drew suggested NAW seek support from schools. The President drew the debate back to an AAA commitment to provide funds to an agreed maximum. Gail Robertson suggested \$2000 per state. The Secretary asked the Treasurer how much money was available. She said \$55,000 total, say \$20,000 to spend. Peter White suggested the limit be raised to a maximum of \$2500 in total. Debate ensued. President again raised issue of in-kind support, with posters as a start. George Susino said private sponsors should be sought, along the lines of Science Week. Ann McConvell said AAA should err on the side of caution, and approve only \$2500 in total.

Moved Gail Robertson: that AAA support the inaugural NAW in principal and support NAW to the extent of \$2500 on the basis of applications. Seconded Peter White. Motion carried nem. con.

4. Other Business

4.1 AAA Conference for 2003

The next conference will be run by ANU. The Executive will contact Matthew Spriggs regarding assistance from the National Museum of Australia.

4.2 Review of annual subscription and joining fee

The President discussed a proposed new fee scale. Discussion resulted in keeping the Overseas Membership rate at \$50 rather than the proposed \$75 and the deletion of the \$5 joining fee. Other approved changes include a new retiree membership category and raising the institutional subscription rate to \$100 (from \$50) to reflect the multiple use of the journal.

Moved from the Chair: that the modified fee scale is accepted.

Motion carried nem. con.

The approved new fee scale in Australian dollars is:

Ordinary Membership	\$50
Full-Time Student Membership	\$30
Overseas Membership	\$50
Institutional Journal Subscription	\$100
Retiree Membership	\$30

4.3 Clarification of roles of State and Indigenous representatives

The President outlined the roles of State Representatives. John Campbell noted that Indigenous Representatives were first elected by Aboriginal participants in the 1990 AAA Conference in Townsville, the same meeting which formulated the Association's first Code of Ethics. Peter White reiterated that AAA had no part in the election or role of Indigenous Representatives. Bill Boyd agreed and the discussion was left at that.

4.4 Proposed amendment to Code of Ethics

Richard Fullagar spoke to concerns that the current Code of Ethics does not recognize members' obligations to their profession, heritage conservation and the like. The Executive asked him to set up a subcommittee to take the matter forward.

Moved from the Chair: that the Executive co-opt a subcommittee with Richard Fullagar as its Chair and allocate funds up to \$2500 for the operation of the subcommittee and that they report to the Executive.

Motion carried nem. con.

4.5 Rhys Jones Medal for outstanding contribution to Australian Archaeology

Discussion including Denis Gojak, Peter White and Bill Boyd raised the need for an independent board of eminent persons to determine the annual recipient of the medal. The President suggested that the Executive would call for nominations for the Medal during the year and would make a final decision on the award. It was decided to leave the matter to the Executive.

4.6 Lifetime memberships for outstanding contributions to AAA Inc.

Discussion from the floor indicated lifetime memberships recognizing contributions to the Association should also be determined by an independent board of eminent persons. The President suggested that because the award is explicitly for contribution to AAA itself, the Executive is best placed to determine appropriate awardees. It was decided to leave the matter to the Executive.

4.7 University of Canberra suspension of courses for conservators

On the basis of discussions with Brian Egloff, the Secretary proposed that the Association write to appropriate authorities including the Vice-Chancellor regarding the University of Canberra's seemingly permanent suspension of its postgraduate course in materials conservation. It was resolved that the Association would liaise with members and write to appropriate stakeholders.

4.8 Australian Archaeology archive

There was discussion of the need for an Australian Archaeology archive, perhaps to be housed at the National Library or Australian Institute of Aboriginal and Torres Strait Islander Studies. General discussion supported the idea and the Executive was asked to investigate options.

4.9 Burrup Peninsula

Bruce Veitch read a draft letter he wanted AAA to send to the Premier of Western Australia regarding continuing threats to the rock art and archaeology of the Burrup Peninsula, where the main terrestrial element of the Northwest Shelf gas project is located. Discussion canvassed whether WAC and ICOMOS should also get involved. It was resolved that the Executive would advance this matter.

4.10 AAA Teaching and Learning Sub-Committee

Sarah Colley (through the President) spoke to this issue. The motivation for forming a AAA sub-committee is the continuing difficulty facing many Australian university departments of archaeology in a climate of government funding cuts and large-scale organisational change. These are having major impact on many teaching programmes in Australian archaeology, with reduction in and loss of key content areas at several university departments. Given their relative cost, archaeology and heritage practical/professional courses are especially at risk.

There was discussion of the need for financial support of the proposed Archaeology Teaching and Learning Sub-Committee.

Moved from the Chair: that AAA provide up to \$2500 to assist the activities of the Archaeology Teaching and Learning Sub-Committee.

Motion carried nem. con.

4.11 Bundling of *AO* and *AA*

Peter White spoke to the benefit of bundling subscriptions for both *Australian Archaeology* and *Archaeology in Oceania*, with a joint annual subscription attracting a slightly reduced fee. Discussion from the floor supported this idea in principle and it was left to the Executive to discuss the details with Peter White directly.

Moved Peter White: that AAA gives in principle support for bundling *AA* and *AO* subscriptions, with a reduced fee for joint subscriptions.

Seconded Bill Boyd. Motion carried nem. con.

4.12 WAC-5

Robin Torrence reminded the members about the WAC-5 conference in Washington DC in June 2003 and indicated people could join WAC through her.

4.13 AAA conference prizes

Robin Torrence said cash prizes for students were fine, but not for professionals 'just doing their jobs'. The money should be provided to support Indigenous participation. Peter White agreed. Discussion from the floor highlighted potential problems in the cross-over of student and professional categories.

Moved Peter White: prizes to employed professionals should not include money. Seconded Val Attenbrow. Motion carried nem. con.

5. Reports

5.1 President's Report (Sean Ulm)

Welcome to the 2002 Annual General Meeting of the Australian Archaeological Association Inc.

Most of the work of the Executive and Committee this year has been concerned with consolidating the administrative affairs, membership base and public profile of the Association. I will give a brief overview of the work conducted throughout the year with details to be presented in subsequent reports. At the start of the year, the 2001 conference accounts were finalised, dispersing \$6,800 directly to students in the form of subsidies and prizes, \$1,000 towards the production of the 2001 conference proceedings, and returning \$2,100 to AAA as profit.

A lot of energy was invested in the design and production of a new web site. The site has been very popular with users and has helped to broaden the public profile of the Association with over 100,000 hits since its launch 8 months ago.

We undertook two audits from both the 2000-2001 and current 2001-2002 financial years. The audited financial statements from the former were tabled at an Ordinary General Meeting convened on 31 May.

I am happy to report that our finances are secure with an asset base of over \$55,000. A vigorous membership drive has increased membership by over 100 members compared to this time last year, bringing financial membership to an all-time high of 497.

As resolved at the last AGM, the Executive sought alternatives to the current logo by running a public competition. A total of 50 entries was received by the competition closing date on 26 April. The 29-member AAA Committee voted on the submitted entries to short-list three finalists (in addition to the existing logo).

On a sad note, it is just over a year since the untimely death of Professor Rhys Jones. Although many members of the Association contributed to the handsome Pandanus Press

volume celebrating his life work, many of us believed that AAA should permanently mark his enormous contribution to our discipline. With the support of Betty Meehan and with the help of funds donated by Luke Godwin for the purpose, we struck a commemorative medal in his honour, to be awarded annually for 'outstanding contribution to Australian archaeology' (this medal will be discussed further in Other Business). I take this opportunity to thank Luke and the many other people who offered additional funds. The inaugural award of this medal will be made at the Conference Dinner tomorrow night.

On the subject of awards, Richard Fullagar chaired a Subcommittee to examine the award of life memberships for services to AAA. We feel that this is an important initiative to acknowledge people who have given long-standing service to the Association (this will be discussed further in Other Business).

In response to concerns raised at previous AGMs, we examined the online and copyright agreements for the journal, *Australian Archaeology*. As discussed in Business Arising, this process resulted in the creation of an 'Author Agreement' detailing the respective rights of contributors and those of AAA as the publisher. I thank Tom Joyce (Copyright Officer, University of Queensland) for much assistance in this task and comments from Peter White and Amy Roberts.

In an attempt to streamline the submission and editing process for *Australian Archaeology*, we are working with the Editors to produce a detailed web-based style guide.

Members of the Executive were involved in editing the 2001 conference proceedings which were published last week by the Anthropology Museum, University of Queensland in the *Tempus* monograph series which, incidentally, is available to conference delegates for a special discounted price.

For the first time, details of the complete Committee (including State and Indigenous Reps) were printed on the inside front cover of the journal. We hope that this will help identify these people as part of the Committee and direct enquiries to the appropriate Committee member.

Amongst the more significant pieces of correspondence, we wrote a letter to the editor of the *Quadrant* magazine to object in the strongest possible terms to Keith Windschuttle and Tim Gillin's allegation of impropriety in the archaeological profession.

Throughout the year AAA has sponsored the emerging National Archaeology Week, including establishment of an email discussion list and a dedicated component of the web site. I believe that a NAW has enormous potential for increasing public access to, and appreciation of, our discipline and I encourage all of you to become involved in your state organising committee.

The organisation of this joint conference has seen an increase in formal and informal communication between ASHA, AIMA and AAA. These three associations fulfill distinct niches on the Australasian archaeological landscape. They do not try to do the same thing, but ultimately all are concerned with the promotion and betterment of archaeology done in, and from, Australia. In AAA we are concerned with the promotion and advancement of archaeology in all its forms. We do this in several ways. For example, through hosting conferences, publishing a peer-reviewed journal, making submissions on legislative and other issues which impact on archaeology, and generally encouraging professional practice and ethical behaviour. Contrary to some popular views that AAA is solely interested in Indigenous archaeology, we have a

broad membership base drawn from a variety of groups including consultants and academics working in Indigenous, historic and maritime archaeology, and interested non-professionals who reflect and develop a public interest in archaeology. One of our largest membership groups is students who are temporary academics on their journeys to careers in applied archaeology, the academy and beyond.

A defining feature of AAA is its strong commitment to students. In fact without student participation in the executive, conference organisation and production of the journal, I doubt that AAA would exist in the form it does today, if at all. I believe that one of the reasons that AAA is such a vital and growing organisation is our commitment to involve students at all levels in our organisation.

One of the great challenges facing AAA is our ability to continue to grow the Association with voluntary Executive and Committee positions. The administrative workload involved in simply maintaining our membership and fulfilling our reporting requirements limits the ability of AAA to do much else. Without moving to paid positions within our Association (which we can't afford) I see the only way forward as greater engagement of members in the machinery of the Association, particularly in the roles of Indigenous and State Representatives and involvement in subcommittees. These positions will require service to the discipline. I call on members to become more actively involved in the Association and help us to move forward.

For some years now AAA has been building a significant asset base. I believe that the time has come to use these funds to further the objects and purposes of the Association in a strategic fashion. I am pleased that funds will be used to support the inaugural National Archaeology Week planned for May 2003. Such an event will go a long way towards raising the profile of our discipline in the wider community. Similarly, designing an effective media liaison strategy will support increased public awareness.

Funds could also be deployed to support a Teaching & Learning Subcommittee to progress the discussion of curriculum development given great attention over the past couple of years, particularly at this conference.

Also, there has been increased concern about the appropriateness of our current Code of Ethics. If we are serious about this issue, an appropriately funded subcommittee could review this document with paid legal advice. These items can be discussed at greater length later in the meeting.

If we are re-elected for the year ahead, we hope to pursue these initiatives as well as focussing on further membership drives and web site development

I sincerely pay tribute to Martin Gibbs, David Roe and Viv Moran and their team of volunteers from James Cook University and the Maritime Museum of Townsville for investing so much time in the organisation of this conference. All the hard work has clearly paid off as the conference has been hugely successful. For many hours of hard work throughout the year I thank my fellow Executive members, Jill Reid for constant support and Luke Kirkwood for driving the web pages. For general assistance throughout the year I thank Nathan Woolford, Gail Robertson, Victoria Francis, Jenna Lamb and Sue Nugent.

5.2 Secretary's Report (Ian Lilley)

It has been a quiet year. In addition to teenagers asking us about archaeology (and to value their souvenir Egyptian amulets while we're at it), and people asking about mysterious

carved stone bowls they've found, we have had the following major correspondence.

a. Submission to House Standing Committee on Industry and Resources Inquiry into Impediments to Increasing Investment in Mineral and Petroleum Exploration in Australia. The impediments were seen to include "access to land including Native Title and Cultural Heritage issues" and "relationships with indigenous communities" amongst other things. We offered the Inquiry our expert assistance.

b. Submission to Foreign Affairs, Defence and Trade Committee Inquiry into Australia's Relationship with Papua New Guinea and Other Pacific Island Countries, in which I pointed to the relationship between sustainable development, tourism and cultural heritage, and asked for more money for basic research, for heritage management, and for training and infrastructure.

c. Submission to (followed by meeting with) Qld Minister for the Environment regarding the need for a independent external review of cultural heritage management and the development of a state-wide, whole of government cultural heritage strategy. This was done in collaboration with AACAI and the Professional Historians Association. The Minister agreed to our proposal, but action to date has been limited to an in-house effort with a shoestring budget.

d. Submission to the Qld EPA regarding the State of Environment Report 2003, in which we pointed out that nothing had changed in relation to the poor position of cultural heritage described in the last SoE Report and referred to our dealings with the Minister.

e. Response to invitation from the Qld EPA's Heritage Council to nominate at least three new members. The Council deals only with European heritage. We nominated a UQ architecture lecturer, Ms Louise Noble, A/Prof. David Carter, Director of UQ's Centre for Australian Studies, and Dr Jon Prangnell, Manager of UQ's archaeological consultancy UQASU.

f. Submission to the Qld Department of Natural Resources and Mines on automatic cultural heritage surveys of grazing and other leases as they come up for renewal. A large number of leases will come up for renewal over the next few years, and the Qld Government is canvassing its options regarding the opportunities generated by this situation.

g. Correspondence with Dr Jim Specht (Academy of Humanities) and discussions with Dr Brian Egloff regarding the University of Canberra's suspension of courses for conservators. This matter will be raised as a separate item of business.

h. Correspondence with Drs Jim Specht, David Frankel and John Burton (Academies of Humanities and Social Sciences) regarding DEST/ARC setting research priorities. Humanities and social sciences to be done in 2003.

i. Submission to Qld Government regarding Aboriginal Cultural Heritage Bill 2002. This follows up several meetings between Dr Annie Ross and me and those drafting the Bill. Annie also recently met separately with the Minister for Environment.

j. Jill Reid was seconded as Assistant Secretary during the year to assist with the workload.

5.3 Treasurer's Report (Catherine Westcott)

The most urgent job at the beginning of this financial year was to arrange an audit of the books for the 2000-2001 financial year, as it had not been completed by the 2001 Annual General Meeting. Once the audit was carried out, the Executive called an Ordinary General Meeting for 31 May 2002. Pursuant

to section 13 of the AAA Constitution, notification of the meeting was mailed to every member. It was also advertised on the AUSARCH-L discussion list. Twenty-one financial members were present, forming a quorum, and the financial statements and audit were accepted. There was no other business at that meeting. Once the audit had been accepted, AAA was registered as an Incorporated Association for 2002. The financial statements, the audit, and the signatures of members present at the Ordinary General Meeting were available for perusal at the end of the 2002 Annual General Meeting.

The audit for the 2001-2002 financial year (1 September 2001 to 31 August 2002) has been completed. A review of the most significant points follows.

As can be seen in Figure 1, income over the last year was \$40,429.87. Expenses were \$23,657.12. The result is a profit of \$16,772.75 for the year. The profit retained from previous years, is \$38,380.98, giving AAA total assets of \$55,153.73.

2001		2002
\$		\$
23,530	TOTAL INCOME	40,429.87
37,098	TOTAL EXPENSES	23,657.12
(13,568)	OPERATING PROFIT	16,772.75
51,949	Retained Profits	38,380.98
38,381	PROFIT AVAILABLE FOR APPROPRIATION	55,153.73
38,381	RETAINED PROFITS	55,153.73

Figure 1 Profit and Loss Summary 31 August 2002

Figure 2 shows the sources of annual income and expenses as percentages. The chief income is subscriptions and the Association's major expense is the publication of *Australian Archaeology*. It is interesting that they are both about the same percentage of AAA's total income and expenses respectively. The income and expenses are discussed in more detail below.

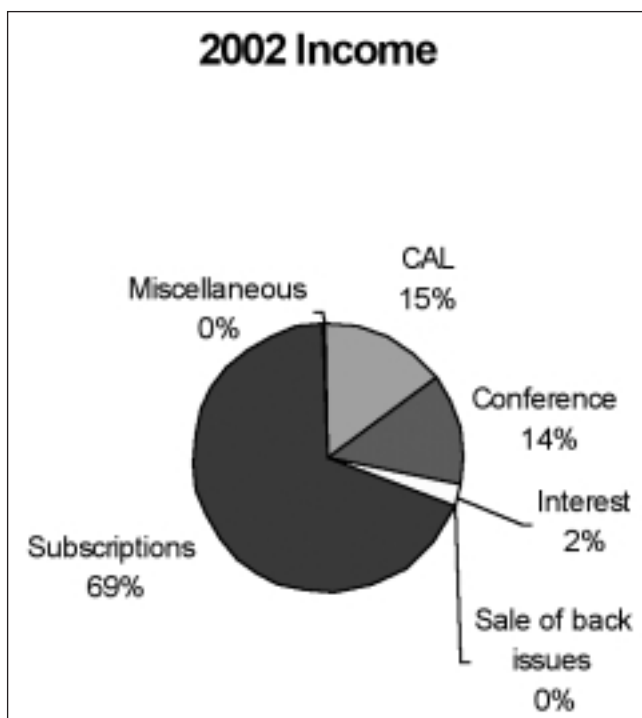


Figure 2a AAA 2002 income.

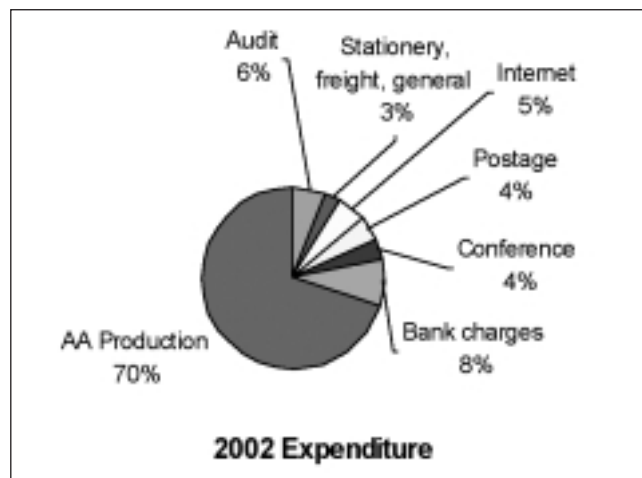


Figure 2b AAA 2002 expenditure.

The Balance Sheet shows how AAA's assets are allocated (Figure 3). In February 2002, \$20,000 was deposited in a Term Deposit and \$15,000 in a Cash Management Trust. The interest earned in the seven months from February to the end of August is \$224.65 for the Term Deposit and \$363.72 for the Cash Management Trust. The rest of the Association's cash is held in a Business Account which the Executive uses for day-to-day business. The total of this account fluctuates but at the end of August was \$19,568.36 and was still a similar amount at the time of the AGM. The Business Account earns interest at a rate of 1.3% per annum.

2001	\$	\$	\$
EQUITY			
Reserves			
38,381	Retained Profits		55,153.73
REPRESENTED BY			
CURRENT ASSETS			
37,381	General Cheque Account	19,568.36	
	Term Deposit		
	- CBA Term Deposit	20,224.65	
	- CBA Cash Management Trust	15,363.72	
		35,585.37	
1,000	Conference Float	-	
38,381	NET ASSETS		55,153.73

Figure 3 AAA Balance Sheet 31 August 2002.

The Investment Register (Figure 4) is a summary of the money that is not required for day-to-day business or taken into direct account when planning the year's expenses. The Executive has set this sum at \$35,000, which is approximately the cost of two years' production of *Australian Archaeology*. This seems a sensible buffer to maintain, as AAA does not always make a profit.

Date	Particulars	Amount Invested	Term Date	Maturity Paid	Interest
4/02/02	Term deposit	\$20,000	100 days	15/05/02	4.1% on maturity
15/05/02	Term deposit	\$20,224.65	152 days	14/10/02	4.4% on maturity
14/10/02	Term deposit	\$20,595.24	152 days	15/03/03	3.2% on maturity
5/02/02	Cash Management Trust	\$15,000	Ongoing	N/A	3.49% quarterly

Figure 4 AAA Investment Register

Figure 5 shows the details of AAA’s income, largely from subscriptions. This year the Executive conducted a membership drive which resulted in an extra \$9,000 income for the Association. This included new memberships as well as current members updating overdue payments from the previous year. Thanks are due to Jill Reid, who assisted in many hours of processing payments and writing receipts.

2001		\$	\$
	INCOME		
-	Copyright Fees	6,364.61	
2,940	Net Conference Profits	4,689.40	
1,366	Interest Received	833.31	
-	Sales	105.00	
19,224	Subscriptions	28,347.32	
-	Miscellaneous	90.23	
23,530	TOTAL INCOME		40,429.87

Figure 5 AAA Profit and Loss – Income.

The 2001 Conference returned a profit of \$4,689.40. It should be noted that this profit included the \$1000 float provided by the AAA executive and \$1,000 from the University of Queensland for the production of the Conference proceedings, as well as \$500 donated by Luke Godwin, which was ear-marked for the Rhys Jones medal.

The copyright fees listed in the Income column refer to our earnings from the Copyright Agency Ltd. Pam Smith explained the system at the 2001 AGM, when she advised that AAA had signed the agreement (Figure 6). Earnings are accrued on the basis of downloads of *Australian Archaeology* articles from the APA Full Text in addition to some third party agreements entered into by CAL. *Australian Archaeology* is available through tertiary and other institutions subscribing to the APA Full Text service. When anyone downloads an *Australian Archaeology* article through APA, a fee is paid to AAA, collected for us by CAL. The more *Australian Archaeology* articles downloaded, the more money is earned by AAA. A \$6,317.08 cheque was received from CAL in 2000 and subsequently lost. The cheque was reissued and banked this year, so is shown in the current year’s income.

Another scheme that may earn AAA some income with no outlay is Amazon.com. In the Book Review section of the AAA web site, some of the books display an Amazon.com icon. Clicking on the icon takes visitors to the Amazon.com site where the book can be ordered. Luke Kirkwood found that as an Amazon associate, AAA would get a small commission from each sale. As the Book Review page already displayed the icon, it was very little effort to register. Members who order books



Figure 6 AAA Copyright Earnings.

from the Amazon.com site, through the AAA web site, earn AAA money – 5% of the sale price. Going directly to the Amazon site is not an advantage for AAA; it must be entered through the AAA web page. AAA registered as associates in August and referral fees are paid on a quarterly basis. No payment has been received yet, indicating that earnings are still under \$100, which is the threshold for sending a cheque.

Figure 7 shows the expenses for the year, the chief one of which is the production of *Australian Archaeology*. Other expenses are for the annual audit, prizes for conference papers, the purchase of domains for the AAA web site, and Bankcard fees. There is a much larger postage and stationery bill this year owing to multiple mailouts for membership renewals and reminders, and for the Ordinary General meeting. Each mailout to the full membership costs about \$300.

2001		\$	\$	\$
	EXPENSES			
462	Auditor’s Fees		1,320.00	
429	Bank Charges		123.50	
-	Bankcard Charges		1,822.92	
-	Compensation		73.87	
-	Contracts		32.36	
1,484	Conference Expenses		1,000	
-	Freight & Cartage		58.95	
-	General Expenses		251.46	
-	Internet Fees		1,278.60	
-	Registration		52.00	
-	Postage		932.76	
16,500	Production Costs	16,500.00		
9,723	AAA 50	-		
8,500	AAA 51	-		
34,723			16,500.00	
-	Printing & Stationery		180.70	
-	PO Box Rent		30.00	
37,098	TOTAL EXPENSES			23,657.12

Figure 7 Profit and Loss – Expenses.

AAA had a small win with the Bankcard transaction fees on subscription payments. The Commonwealth Bank was asked to review the fees and agreed to reduce them from 3.89% to 3.25%. The reduction of 0.64% is small, but any reduction is welcome and indicates that banks indeed may have a heart.

All in all, the Executive has had a larger than usual expenditure this financial year, but has also earned more income. The expenses have been for strategies that have helped produce extra income, or on the Association’s stated

commitment to promote the advancement of archaeology, to publicise the work of the Association, and to maintain a healthy organization.

5.4 Membership Secretary's Report (Michael Haslam)

2002 was a busy year for membership-related activities. Our main objective this year was to increase membership through a variety of special offers and targeted mail-outs. Total membership to 31 December 2002 stood at 497 members, this is over a hundred more members than at the same time in 2001, and is the largest membership in the Association's history.

The major membership initiatives for 2002 were as follows:

January - Membership drive with a mail-out of subscription forms targeting everyone who had been a member of AAA at any time from 1997-2001. Forms were also distributed to AAA State Representatives at this time for distribution locally.

March - Launch of the new AAA website, featuring a downloadable version of the subscription form and details of how to join AAA.

April - Second Reminder forms sent to all those who had not responded to the January mail-out. An additional form was sent to anyone who had not been a member for the past five years, but who had a long membership record prior to that date.

May - Special offer of a free copy of AA vol. 39 (20th year special) announced for new members joining in 2002.

The membership database hosted by the University of Sydney Archaeological Computing Laboratory was indispensable in tracking membership and preparing member details for distribution of *Australian Archaeology*. I thank Ian Johnson and his team in Sydney for maintaining this resource, and for their help in making the database even more user-friendly this year. By updating some of the database fields, and allowing for more data to be entered in others, we have been able more accurately to record changes to member details, and issues arising from member inquiries.

The AAA membership form was completely redesigned in 2002, which allowed much more information to be collected than was available on the old form as printed in *Australian Archaeology*. The mail-outs were very successful, particularly the second reminders. The membership form available on the web has made it very easy to respond to membership inquiries, and has been a very popular element of the new website. Likewise, we have received many emails referring specifically to the special AA vol. 39 offer as part of the reason for wanting to join AAA for the first time in 2002. I have received over 200 emails and letters requesting information, and the vast majority of these have been to do with joining the association. The reminder largely concerned forgotten access passwords, and concerns from members who hadn't received AA vol. 54 (June 2002), which arrived in August to most subscribers.

As mentioned above, as at 31 December 2002 there were 497 paid members of the Australian Archaeological Association. The various breakdowns of the figures by categories are shown in the tables below, and are summarised here. By country, 461 (93%) of our subscribers are from Australia, with the USA (2.5%) providing the highest number of overseas subscribers. Within Australia, New South Wales and Queensland have the highest numbers of members, followed by the Australian Capital Territory, Victoria, Western Australia, South Australia, the Northern Territory and Tasmania. Member numbers for 2002 are up in all states except the Northern Territory. By category, ordinary memberships

make up 54% of the subscribers, students a healthy 29%, and the remainder institutions and overseas members. Changes to subscription fees passed at the 2002 AGM may affect these numbers for 2003.

New memberships stand at 83 as at 31 December. Seventy-eight people who were members in 2001 did not rejoin in 2002. The latter figure was most likely due to a large number of people joining solely to attend the 2001 annual conference in Hervey Bay. Despite the only slight increase created by this situation, our membership is up by more than a hundred on last year, which is due largely to the membership drive attracting back members who had not subscribed for a number of years.

Note that all data relating to membership numbers for the period 1997-2001 have been taken from Richard Fullagar's report as membership secretary presented at the 2001 AAA AGM in Hervey Bay. All other data has been sourced from the AAA membership database.

Year	Members	New Members
1997	403	63
1998	414	27
1999	383	24
2000	363	38
2001	367	67
2002	497	83

Table 1 AAA Subscriptions, 1997-2002

State	2002	2001	2000
<i>NSW</i>	127	82	101
<i>QLD</i>	124	102	67
<i>ACT</i>	55	42	44
<i>WA</i>	41	24	40
<i>SA</i>	37	22	29
<i>NT</i>	15	18	13
<i>VIC</i>	51	38	40
<i>TAS</i>	11	6	12
Total	461	329	351

Table 2 AAA Australian Subscriptions by State, 2000-2002

Country	Members
<i>Australia</i>	461
<i>New Zealand</i>	6
<i>United Kingdom</i>	6
<i>USA</i>	13
<i>Japan</i>	3
<i>Canada</i>	3
<i>France</i>	1
<i>India</i>	1
<i>Israel</i>	1
<i>China</i>	1
<i>Germany</i>	1
Total	497

Table 3 AAA Subscriptions by Country, 2002

Category	Members
Ordinary	268
Student	143
Institution	65
Overseas	15
Sundries (includes life members)	6
Total	497

Table 4 AAA Subscriptions by Category, 2002

I would like to extend my sincere thanks to my predecessor, Richard Fullagar, for the excellent job he has done in building up the membership database, and for his help through the year. I would also like to thank Sean Ulm, Catherine Westcott, Luke Kirkwood and Jill Reid for their tireless assistance at our fortnightly workshops, Ian Lilley for his advice, and Victoria Francis for volunteer help. Thankyou to all those who have joined the Association in 2002. We look forward to further growth in 2003.

5.5 Australian Archaeology Editors' Report (Donald Pate)

Two volumes of the journal were produced in 2002 (*AA* 54 and *AA* 55). The use of Abstracts for all Articles commenced with *AA* 54. The AAA website provides *Australian Archaeology* Table of Contents (commencing with *AA* 48, June 1999) and Abstracts (from *AA* 54, June 2002). In addition, the journal can now be accessed on-line via the Australian Public Affairs-Full Text program at <http://webspirs.informit.com.au/>. This service is provided by an agreement between the Australian Archaeological Association, Copyright Agency Limited (CAL), RMIT Publishing, and the National Library of Australia.

As AAA membership and *AA* subscriptions were up significantly from 2001, print runs of the journal have been increased. *AA* 54 was reprinted to accommodate the rapid increase in membership. The editors thank the Executive for their assistance with the highly successful membership drive. Another option to improve the membership renewal process is the availability of renewal in association with registration for the annual AAA conference.

A sale of back issues at reduced prices has resulted in the depletion of *AA* stocks pre-dating 1994. A special promotion was launched by the editors involving the offer of a complimentary copy of the Special 20th Year Volume 39 (1994) to all new members. A Back Issue Order Form can be found on the AAA website. The editors thank Luke Kirkwood for his assistance with the development of the *AA* component of the AAA website.

AAA will receive a reduced postage charge for all journals sent to university addresses. Thus, the editors encourage all members with university affiliations to use their business addresses as opposed to home addresses,

The editors thank all members of the *AA* editorial team and journal contributors and referees for their contributions during the 2002 year.

5.6 Webmaster's Report (Luke Kirkwood)

Following the election of the 2002 AAA Executive, work was begun on redesigning the AAA website with 4 goals in mind: develop a web site as a one-stop web resource for Australian Archaeological Association members; promote it as an incentive for AAA membership; further the work done by Richard Fullagar and Ian Johnson in setting up an integrated web/database solution for managing membership; and

consolidate the daily running of the website with a simple to use web interface so that anyone could maintain the website.

On 10 March 2002, following weeks of internal testing, the redesigned AAA site was launched. In the first two weeks, the site achieved 7000 hits. Since that time the site has received 100,000+ hits, averaging 500 hits per day, and has served over 1.5 gigabytes of data. During the month of October the top links included the conference, weblinks, study options and membership webpages.

Following the initial success of the website, plans were begun mid-2002 for the next stage of development of the website. This redesign involves the implementation of a database driven website with web browser driven management. The revamped site will remove the need to code HTML, eventually enabling site wide management through simple web forms via a browser. Future developments for the site will also include the development of sections for fieldwork, seminars and employment opportunities.

We hope to in 2003 create a website which becomes integral to information dispersal for members of the association and an incentive for membership.

6. Election of Officers of the AAA Committee

The following AAA Officers were elected for 2002:

Executive

President: Sean Ulm
 Secretary: Ian Lilley
 Assistant Secretary: Jill Reid
 Treasurer: Catherine Westcott
 Membership Secretary: Michael Haslam
 Public Officer: Sue O'Connor
 Webmaster: Luke Kirkwood
 Media Liaison Officer: Peter Veth
 Editors: Donald Pate and Pam Smith
 Editorial Assistant: Amy Roberts
 Short Reports Editors: Keryn Walshe and Bryce Barker
 Review Editors: Jo McDonald and Alistair Paterson

Aboriginal Representatives

Nathan Woolford
 Terry Bellair

State and Territory Representatives

ACT: Debbie Argue and Michael Westaway
 NSW: Julie Drew
 NT: Ken Mulvaney
 QLD: Annie Ross and Martin Gibbs
 SA: Darren Griffin (since replaced by Greg Carver)
 TAS: Robin Sim
 VIC: John Tunn and Oona Nicolson
 WA: Bruce Veitch and Jo-Anne Thomson

7. Close of Meeting

Martin Gibbs asked for a vote of thanks from the floor for the Executive for its help with the 2002 AAA meeting. It was proposed that joint conferences of AAA, ASHA and AIMA should be held every 3-4 years, as per consultation among the Executives. The meeting was closed at 11:15pm.