

# ***Professional Archaeologists of Kansas Newsletter***

**Number 14**

**September 2004**

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## **Minutes of the February 27, 2004 Annual Meeting**

Minutes of the Annual Meeting  
Potawatomie Room, Koch Industries Mission Building  
Kansas State Historical Society, Topeka, Kansas  
February 27, 2004

The meeting was called to order at 1:03 PM by President Brad Logan. Present were President Brad Logan, Secretary Donna Roper, Treasurer Myra Giesen, Board Members Marsha King, and Tim Weston, and 26 other members and guests. A quorum was present. Brad welcomed everyone to the meeting. The agenda was passed out, and a sign-in sheet was passed around. Myra gave out membership renewal forms for 2004.

### **Officer's Reports**

The first item of business was the Secretary's report. Donna reported that the minutes of the last meeting had been published in the January newsletter and asked for any additions, corrections, or discussion. There being none, Lauren Ritterbush moved and Mark Latham seconded to accept the minutes. The minutes were accepted unanimously on a voice vote at 1:06 PM. Roper then noted that an election was coming up and reminded members to identify themselves on the envelope when they return their ballots. She stressed that the secrecy of the ballot is maintained, but that we do regularly have to disqualify ballots for lack of ability to verify the eligibility of the voter.

The Treasurer's report followed. Myra passed out copies of this report and said she hoped it would be self-explanatory. She noted that the report is broken down by regular treasury and the Kansas Archaeology Month (KAM) part of the treasury. She also explained what the CCR registration was and why we do not yet have the KAM check from the Midwest Archaeology Center. She then reviewed the general fund and the KAM fund and asked for questions. There were no questions or further discussion.

### **Committee Reports**

The first committee report was from the Education Committee. Committee chair Virginia Wulfkuhle reported that the committee was very proud of its accomplishments. She named the committee and noted that Aimee Leithoff would still be a part of the committee even though she was leaving the area very soon. Virginia said that the committee did a brochure, a lesson plan, an

annotated bibliography for the web page, and a calendar of events. Michael Irvin had helped with the brochure and Mary Conrad with entries for the bibliography. Webmaster Janice McLean had gotten material onto the website. Virginia continued by noting that the Calendar of Events is weak, "to put it mildly." She said if people had things to submit it to her and she'll also get the material to Janice. She said the KSHS will be doing two things. One is a lobby display at the Center for Historical Research. This would be a trails-related display produced with assistance from Austin Hibbs, an intern from Kansas State University. The other event will be on April 10 and is an artifact ID day and facilities tour. She also mentioned trails-related sites that people can visit and said they are listed in the historic markers guide to the state. This is a free publication that people can get from the KSHS. She concluded by noting that on the back table were posters, brochures, and marker guides. She asked for any questions and noted that the committee would always welcome new members.

Next was the Action Committee report. Committee chair Mark Latham said he had not heard of any action and that the chairs of subcommittees reported that they had not met.

For the Finance Committee, committee chair Marsha King reported that the main thing the committee had done was send 174 solicitation letters for KAM. She noted that this had resulted in 21 contributions. Other contributions also were received. The total of contributions was \$4445. Members greeted this piece of good news with a round of applause.

The Newsletter Committee report was next. Committee chair Donna Roper reported that Newsletter 13 had been issued in January. She noted that it was a good issue and fairly large. She thanked the KSHS for again providing printing. She mentioned electronic circulation, noting that some members apparently had not received them properly or their system had crashed, so they could let her know if they needed a new copy. She also asked members to indicate if they wanted to receive the newsletter electronically or as hard copy. She regards receiving it electronically as an "opt in" so sends hard copy if it is not indicated one way or another. Donna then discussed *Current Archaeology in Kansas* (CAK). She noted that #4 had been issued in December. She commented that it was a good issue with 12 articles totaling 69 pages. She compared this with previous issues: #1, 13 articles for 41 pp; #2, 10 articles for 41 pp.; and #3, 11 articles and 3 notes, for 54 pp. She discussed issues related to using color and noted that we have gone to comb binding, but to save money on the latter we do it ourselves. She indicated that she wanted to set the mid-November date for submittals as the standard from now on and that she would be getting a submittal guide together before the next issue. She concluded that CAK does get around and that we have even had to reprint #1 because of requests for it.

## **Other Reports**

The major other report regarded Kansas Archaeology Month (KAM). Brad first mentioned that much of the board had worked on it, as did many other people. He also noted that its a major undertaking, that we need a committee, and that we are going to need to be more rigorous because of the legal ramifications of fund-raising. He said that there is no way members of the board can be not involved, but that others need to be too. The discussion moved on to discussing advertising KAM. We have never managed to get a lecture series off the ground, so Marsha has suggested that four articles be written and made available to the press. She suggested the articles be about 500 words each. Bob Hoard thought this was a great idea. Don Blakeslee has volunteered to do one on trails. Virginia asked about the time frame. Marsha said that the first one would be sent the last

week in March. There was a question about strategy. It was noted that we could also send posters and a calendar and that we needed photographs. Moving along, Mary Adair said that Michael Irvin would like to be involved in the poster for 2005 and that we needed to pull in the designer as soon as possible. She also said we needed to acknowledge Marianne Reed who often served as a liaison and messenger carrying things among people in Lawrence. We also need to acknowledge Craig Cooper of the KSHS photography staff. Moving back to publicity, Myra noted that it was possible to have a public announcement on public radio. Virginia asked who would do articles and when they were needed. The date was set as March 15. It was also noted that there would be a Governor's proclamation. Finally, there was a general request for ideas.

In related matters, it was noted that t-shirts were doing well but that we may have saturated the market. There was some thought that we could get a trails t-shirt and Tod Bevitt has agreed to do one. Tod has asked for ideas for the shirt. There is also a move for a bandana. Myra noted that we will have to hit fund-raising hard over the next year and that we had to have find new ways to do it. Tim Weston pointed out that we would have to be going for tax-exempt status. Donna mentioned formalizing the committee.

## **Nominations**

The meeting moved on to nominations for the upcoming election. It was noted that Marsha King goes off the Board. The Nominations Committee is Marsha King and Mary Adair. Marsha reported for the committee. She noted that they had asked Donna Roper to continue as Secretary and that she had agreed to do so. She then announced that the nominees for the other at-large Board position were Margaret Wood and Jeanette Blackmar. The floor was opened for additional nominations. There were none. Mary Adair raised the question as to whether the conflict of interest matter was still an issue. Bob Hoard said that was a dead issue. Marsha clarified that behind this question was having a diverse institutional representation on the board. The comment was made that the Nominations Committee needed to assure that.

It also was reported that two proposed By-Laws revisions would be on the ballot. One of these revisions would create a KAM committee as a standing committee. The other would broaden the Newsletter Committee to be a Media Committee. There was no discussion.

The meeting took a break at 2:04 PM and resumed at 2:22 PM.

## **Old Business**

The first item of old business was a web site update from Janice McLean. She said she had received some feedback and had overhauled the web site. She gave the url. She said it was an ever-evolving project, and that it contains announcements, a calendar of events, and has a section on trails. Most of these latter are pdf files. She said that Tim had sent the poster and brochure. She said she would be getting some software to help with the redesign and figures it will take a whole year. She noted that the Flint Hills Conference was coming up and invited people to archive papers on PAKWEB. She said she would also archive abstracts and so forth from the conference. She said she is always after new content for the web site and is looking for new trails material. Brad and the members thanked Janice for maintaining the web site.

David Hughes discussed the listserver. He said he is the list owner and to contact him (david.hughes@wichita.edu) if you are not getting messages. He cautioned subscribers to not put attachments on the listserver because they translate badly. He suggests a link to the website if that is needed. Janice then said if you had an attachment to be handled this way you could send it to her at [jamclean@sunflower.com](mailto:jamclean@sunflower.com).

As a final piece of old business, it was noted that Washburn University needed to be recognized for their contribution to KAM. There had been a snafu with the check but it was cleared up.

## **New Business**

As a first item of new business, Brad introduced Abby Varner, a graduate student in Geography at KU. She is looking at soil signatures of trails in Santa Fe trail rut corridors in Douglas and Morton counties. She summarized her research.

Another item of new business related to the KSHS executive director. Mary Allman now has left. Terry Marmet is the interim director and a new executive director will be hired. A search committee has been formed and Bob Hoard indicated who its members were. Brad noted that he and Donna had signed a letter from PAK requesting that an archaeologist be on the committee but that we had not been successful. The letter had pointed out that the executive director is the SHPO. Someone noted that Terry Marmet is interim SHPO and that he is familiar with Section 106.

A general inquiry was issued for other new business. Don Blakeslee brought up the A-76 review of Federal archaeology. He noted that SEAC and MWAC had escaped, but that now the NPS was after the SW center and after archaeology and history and that others were under the gun elsewhere. He said he had been working on this and discussed the issue. Myra Giesen added to his comments. There was some discussion of the issue.

## **Announcements**

Brad mentioned the sign-in list.

Brad mentioned that Lauren Ritterbush had gotten tenure and promotion at KSU.

Myra noted that Lawrence had been noted as a tentative venue for the NAGPRA review committee meeting in November. She said that upcoming meetings would be in Washington, D.C. in May and Albuquerque in September. She proposed that if the meeting does come to Lawrence that PAK consider sponsoring a function at that time since it would be a good opportunity to have first-hand experience with the review committee.

Aimee Leithoff noted that she is leaving at the end of March to join her husband in Virginia.

There being no further business or announcements, Lauren Ritterbush moved that the meeting be adjourned. Randy Thies seconded the motion. The meeting was adjourned at 2:52 PM.

Respectfully submitted,

Donna C. Roper  
PAK Secretary

### **Board Meetings Summaries**

The Board of Directors met prior to the February 27 Annual Meeting and has met several times since then. Each of these meetings is summarized below. Contact the Secretary if you would like copies of the full minutes of any of these meetings.

#### **February 27, 2004 – Topeka**

The February 27 meeting is the usual meeting preceding a general meeting, in this case, the Annual Meeting. All officers and Board members were present. As do many board meetings preceding a general meeting, the board agenda was closely similar to that of the general meeting, differing sometimes in depth of discussion of particular issues to get them ready to present to the membership. In this case, there was more discussion of matters relating to *Current Archaeology in Kansas*, and of issues related to the treasury, as well as a discussion of some specific items related to KAM. A major item before the Board had to do with tax-exempt status for the organization. Little was said about this at the general meeting later in the day because at that point it was all discussion and nothing had been done. But the Board had invited Janice McLean to the meeting to talk about this (she has been through this all with another organization). We learned much of the nitty-gritty of doing this and what some of the options and requirements are. There was a definite agreement that we needed to go further into this and very soon. While Janice was there, the Board discussed PAKWEB and some of the issues regarding its updating and redesign. The Board approved the expense of acquiring the software to do the redesign and be compliant with CSS standards. The Board also briefly discussed organization archives and what we would need to do for that.

#### **March 19, 2004 – Manhattan**

Three members of the Board: Brad, Donna, and Tim—a quorum—met to discuss the matter of tax-exempt status for PAK and of retaining an attorney to assist with obtaining tax-exempt status. We have consulted Susan Whitfield-Lungren, a lawyer in Lindsborg, and have received some preliminary advice regarding our current status and our options. The first question the board addressed is whether we agree that this is something that requires retaining the lawyer. The members present unanimously agreed that it is, and Tim read an e-mail from Marsha indicating her agreement that it is. Basically, members present discussed what the different categories of tax-exempt status are and some thoughts about the appropriateness of each of them. Members still did not know all the ins and outs of the different categories, however, so the discussion revolved around making sure we could articulate our needs. The bottom line was that we needed to keep on with

what we are doing as an organization and find out how to do that. At the end, it was moved, seconded, and passed that we retain Susan Whitfield-Lungren to help us with this matter.

### **March 24, 2004 – Topeka**

The Board met again five days later. Brad, Donna, and Tim were physically present in a conference room at the KSHS, while Myra joined the meeting by speaker phone. The Board held a preliminary discussion of the issue to agree on a plan for a discussion with Susan Whitfield-Lungren. Shortly thereafter, the Board held a conference call with Susan. Four talking points had been agreed upon prior to the conference call: 1) what are the advantages/disadvantages of tax-exempt status, 2) if tax-exempt status is desired, which one is best for us given our mission, 3) how does the best favored tax exempt status affect our ability to fund-raise for KAM, how do we clarify with donors how they may consider their donations with regard to tax deductions, and what are the limitations on what we can raise, and 4) what is expected of PAK with regard to annual reports? Each was systematically explored during the call, which lasted nearly an hour. As discussion developed, it became clear that our best route would be to apply for status as a 501c(6) organization. For this, we would probably need to amend PAK's Articles of Incorporation. The Board agreed to seek 501c(6) status and would begin the process immediately, with Susan's assistance.

### **April 28, 2004 – Topeka**

The Board met again a little more than a month later. Again, Brad, Donna, and Tim were physically present in a conference room at the KSHS, while Myra joined the meeting by speaker phone. By this time, the Board had received from Susan Whitfield-Lungren advice as to revisions to our Articles of Incorporation needed before we can apply for 501c(6) status. The Board reviewed the revisions and why we needed each specific revision. The Board moved, seconded, and passed a motion to put the proposed Articles of Incorporation revisions to the membership for approval by a mail ballot.

At that time, the Board also discussed how a standing KAM committee would be formed, assuming the proposed By-Laws amendment creating such a committee was passed. It was necessary to address this matter because the next regular meeting would be in the fall and that would be too late to organize the committee. After some discussion, it was agreed that the core of the committee would be the Secretary, Treasurer, Finance Committee chair, and Education Committee chair, whoever these individuals happened to be at the time. The committee would designate its own chair. Subcommittees would be formed to carry out various tasks.

### **August 27, 2004 – Lawrence**

The Board met again on August 27. All officers and board members were present, with Margaret Wood now having replaced Marsha King as at-large Board Member. The Board had already received a draft application for 501c(6) status from Susan Whitfield-Lungren and the main purpose of the meeting was to review this draft. Virtually the entire meeting was devoted to this topic. The Board worked through the application and revised it, based on a consideration of what activities we conduct. We also had to determine what percent of our time and assets have been devoted to each of these activities and what they will be in the future. This took some work but a good distribution was worked out. There was a brief discussion of the date for the fall meeting, of the Treasurer position, and of our current membership.

## **Election Results**

As the meeting minutes indicate, Donna Roper was nominated for another term as Secretary and Jeanette Blackmar and Margaret Wood were nominated for the open at-large Board Member position. The election was conducted by mail ballot in the spring. Donna Roper was re-elected Secretary and Margaret Wood was elected to the Board of Directors. These terms began on July 1, 2004. Thanks to Jeanette Blackmar for also running. And thanks to Marsha King for serving on the Board of Directors from July 1, 2001 to June 30, 2004.

The ballot also included two proposed By-Laws revisions. The first revision would create a standing Kansas Archaeology Month Committee. The question was an aye-or-nay vote to create this committee. The proposed amendment passed. The second revision would change the standing Newsletter Committee to a Media Committee with a slightly broadened scope to include the web site committee with the newsletter and any other media we might employ to accomplish our mission and purposes. This too was an aye-or-nay question. This amendment passed.

Later in the spring, in accordance with an action the Board of Directors took at its April 28, 2004 meeting (see above summary), proposed revisions to the Articles of Incorporation were placed before the membership for a vote. The question was an aye-or-nay vote. The proposed revisions to the Articles of Incorporation passed. For the record, the revision is dated May 31, 2004, the date the ballots were counted. They were submitted to the Secretary of State in June 2004.

A copy of the new By-Laws document incorporating the amendments of March 2000, March 2002, and April 2004 can be obtained by contacting the Secretary or, if the members wish, the current version of the By-Laws can be printed in the next *Newsletter* (January 2005).

## **2004 Fall Meeting Announcement**

The 2004 Fall Meeting of the Association of Professional Archaeologists of Kansas will be held from 1:00 to 4:00 PM on Friday, October 1 in the Auditorium of the Manhattan Public Library, at the corner of Juliette and Poyntz avenues in Manhattan. The agenda will include Secretary's and Treasurer's reports, reports of the standing committees, including the newly-created standing KAM committee, a discussion of KAM 2005, and a discussion of PAK's tax-exempt status. A nominations committee will be appointed. Contact the President, Brad Logan ([blogan@ksu.edu](mailto:blogan@ksu.edu)) or the Secretary, Donna Roper ([droper@ksu.edu](mailto:droper@ksu.edu)) to have other items placed on the agenda. As always, time will be available for any new business that comes up after the agenda is set and for announcements. As a note, this is not a home football game weekend in Manhattan.

## *Current Archaeology in Kansas*

It is time to be preparing articles for *Current Archaeology in Kansas*, #5. The target date for completion and distribution is December. Submission of material by mid-November is requested—later material may or may not make it into the journal. An “Information for Authors” sheet has been prepared and will be found at the end of this newsletter. As much as anything, its mostly responses to FAQs and some requests from the Editor as to how she would and would not like

material submitted, based on her experience as to what does and does not work, or at least as to what works well and what requires extensive cursing to work with successfully. Remember, while most *CAK* contributions are articles, Notes—one or two page contributions—are a fine way to let people know about current research. Abstracts, even report titles with abstracts, of recent work, perhaps CRM projects with notable results, would also tell about current research in Kansas.

### **Kansas Archaeology Month**



Okay, you've already seen this picture in other sources. But remember it was PAK who requested this Governor's Proclamation for Kansas Archaeology Week, so we get to use the photograph in our newsletter too. By now, Kansas Archaeology Month 2004 is history. Other parts of the newsletter have information on how much was raised in contributions and how many people were involved in organizing it so that won't be repeated. We'll look to next year.

The theme for Kansas Archaeology Month 2005 is Faces of the Past. The KAM committee consists of the Secretary, Treasurer, Finance Committee chair, and Education Committee chair. In practical terms, this means its Donna Roper, Myra Giesen, Marsha King, and Virginia Wulfkuhle. The committee is supposed to designate its own chair. Although the committee has met and discussed stuff by e-mail, it has never really gotten around to discussing who is the chair. It does, however, appear to be Donna. Other people will be called on to be on subcommittees and undertake particular tasks, as we have done in the last two years. There will be the usual poster and brochure. We've discussed a wall calendar. Other planning is still in the early stages.

As we regularly lament, the Calendar of Events for KAM has been pretty thin the last couple years. The best thing many members can do for KAM is help plan and put on events—exhibits, programs, field days, whatever—and let Virginia know about them.



We also can use ideas for fund-raising. This past year brought in a good return of contributions, but the figure is slightly deceptive since a generous contribution from MWAC was a substantial proportion of that. We do not expect that to happen again, meaning that we will have to find other contributions and sources of funds. We still have t-shirts, bandanas, and used books and we sold about \$1000 worth of these things over the summer. It helps, but we have quite a ways to go. Contact Marsha if you know of possible donors and any committee member if you have other fund-raising ideas.

### **T-Shirts and Used Books**

We do have t-shirts and bandanas still available. We have a limited number of the brown rock art t-shirts, and do not have all sizes. We have none of the green long-sleeved rock art t-shirts, and only one sweatshirt (size M) left. We have quite a few of the trails t-shirts and we do have all sizes available. We have a sand-colored long-sleeved version of that too, and have all sizes available in that too. Contact Donna if you want one (or more!) of these.

We also have our Handy Hypotenuse Hankie bandanas. They have been very popular. They also are very useful. I'm sure that many testimonials to their having been consulted for hypoteni this past excavation season could be gathered if someone took the time to do it. We have dark blue, light blue (2 shades), red, orange, yellow, green (sort of kelly green), and purple. They too are in Donna's PAK warehouse.

We will try a used book sale at the Plains Conference again this year. So if you have things to contribute, bring them to the PAK meeting or get them some place where they can be gotten to Manhattan before the 11<sup>th</sup> of October.



### **Calendar of Events**

September 17–18, 2004 – NAGPRA National Review Committee Meeting, Washington, D.C.

**October 1, 2004, 1:00-4:00 PM – PAK Fall Meeting, Auditorium, Manhattan Public Library, 629 Poyntz Avenue, Manhattan, Kansas**

October 13-16, 2004 – 62<sup>nd</sup> Plains Conference, Billings, Montana

Spring 2005 – 70<sup>th</sup> Annual Meeting of the Society for American Archaeology, Salt Lake City, Utah

April 2005 – Kansas Archaeology Month; theme: Faces of the Past

Fall 2005 – 63<sup>rd</sup> Plains Conference, Edmonton, Alberta

## *Current Archaeology in Kansas* Information for Authors

*Current Archaeology in Kansas* (CAK) is the research journal of the Association of Professional Archaeologists of Kansas (PAK). It publishes short contributions, notes, and abstracts concerning current and recent work within the state. PAK membership is strongly encouraged, but contributions are accepted from non-members. CAK is not currently peer-reviewed. However, the Editor reserves the right to reject contributions that do not meet professional standards and to seek outside opinions regarding suitability of specific contributions for publication.

The target date for publication of each year's journal is December. Submission by mid-November is requested. Contributions received later may or may not make it into the journal, depending on the status of production. Electronic submission as an e-mail attachment is preferred but not required; submission may also be made on disc or as hard copy. CAK is assembled and produced with PC equipment; Mac is not supported (although e-mail attachments from Macs using Word \*.doc format usually are successfully opened). Files in \*.doc or \*.rtf format are preferred; WordPerfect (no higher than 6.0), Works \*.wps or StarOffice \*.sxw files probably can also be used. If using any other format, contact the Editor to make sure it is supported. Whatever format is used, please use a minimum of (if any) formatting codes since they have to be removed during layout. If you use EndNote for references, please remove field codes before submitting the article. When submitting articles, please do not embed tables or illustrations in the document—make them separate files. For tables, Word's Tables option is tolerable, but Excel worksheets are easier to work with for layout.

Illustrations should be black-and-white if at all possible. The journal can handle color, but it is expensive and must be used sparingly. The Editor will evaluate illustrations submitted in color to see if they are as effective in black-and-white and will run them as black-and-white if they are. If color is required, the author may be asked to help defray the cost, at the discretion of the Editor and Board of Directors. Usable graphics formats include \*.jpg, \*.tif, \*.bmp, \*.cdr (version 8 and whatever is compatible with that), or \*.wmf. If necessary, we can scan from a hard copy or work from a slide, possibly with some loss of quality, however. Check if you are unsure about graphics requirements. All pages with illustrations, including black-and-white line drawings, black-and-white photographs, and any color illustrations are run out on a high-resolution printer.

CAK is provided to all PAK members as part of their membership. Non-member contributors will receive complimentary copies of the issue in which their contribution appears. It is an author's responsibility to purchase courtesy copies for landowners, informants, and others who they feel should have a copy. Extra copies for both members and non-members are \$5 each. If you want multiple extras, let the Editor know before publication so enough copies can be run.

Direction submissions or questions regarding the journal to the Editor: Dr. Donna C. Roper, 1924 Bluehills Road, Manhattan, Kansas 66502-4503, telephone (785) 776-3772, e-mail [droper@ksu.edu](mailto:droper@ksu.edu).

***Reminders:***

1. Fall Meeting – October 1, 1 PM, Manhattan Public Library Auditorium
2. Items for the Plains Conference used book sale
3. Arrange KAM events
4. KAM Fund-raising ideas

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