

ISAP Annual General Meeting 2012

Tuesday 4 December 2012, Burlington House, London, UK

Minutes

In Attendance

James Adcock, Roger Ainslie, Eamonn Baldwin, Christophe Benech, James Bonsall, Philippe De Smedt, Jörg Fassbinder, Robert Fry, Chris Gaffney (chair), John Gater, Heather Gimson, Matthew Guy, Chrys Harris, Tomasz Herbich, Guillaume Hulin, Chris Leech, James Lyall, Andrew Payne, Finnegan Pope-Carter, Anne Roseveare, Martin Roseveare, Armin Schmidt, Christian Schweitzer, François-Xavier Simon, Thomas Sparrow, Arne Stamnes, Anna Stocks, Erica Utsi, Lieven Verdonck, Jeroen Verhegge, Benno Zickgraf.

(31 out of 165 paid members (as of 23 Nov 12) = 19%, hence the quorum of 10% was reached)

1. *Apologies* Actions

Apologies were received from Wolfgang Neubauer and noted.

2. *Minutes of the Previous Meeting (15 December 2010)*

The minutes had been made available on the web and were accepted as a true and accurate record of the meeting.

Matters arising

No matters were raised.

3. *Next AGM*

The next AGM will be held during the 10th International Conference on Archaeological Prospection, 29 May-2 June 2013, Vienna. The exact date and time of the AGM will be circulated to the membership by email.

4. *Annual Report of the Management Committee (presented by Armin Schmidt)*

International Conferences on Archaeological Prospection

The 11th conference will be hosted by the University of Warsaw and is planned for September 2015. One enquiry has already been received for hosting the 12th conference in 2017. Anyone else interested in hosting it is encouraged to contact the Chairman or Honorary Secretary.

Support

ISAP supports regional conferences and meetings and the following two events took advantage of this offer (see ISAPNews 33):

- First MAC International Workshop on Archaeological Geophysics, Catalonia, Spain (21-25 May 2012). One bursary for R Schiferli.
- 2nd National Polish Conference on Archaeological Prospection, Poznan University, Poland (22-23 November 2012). No financial contribution was requested.

A short statement to the Management Committee is all that is needed for any similar events that seek ISAP support.

Two grant proposals were submitted to the European Commission seeking funding under the Marie Curie scheme for training networks. ISAP signed a letter of support for each of them and may consider awarding bursaries to ISAP members to attend their workshops, should they get funded.

Prizes and Studentships awarded

For this meeting:

- For presentations by five ISAP members who are students or young professionals at £20 each: J Bonsall, R Fry, M Guy, F Pope-Carter, L Verdonck.
- Posterprize of £50: Peter Morris for his poster entitled 'Geology Strikes Back'. He will be notified by the Honorary Secretary. **AS**

Web site

The new web site is now active and all old content has been transferred to it. Feedback is sought from members. Images that can increase the visual appeal of the site shall be emailed to the Honorary Secretary A.Schmidt@GeodataWIZ.com. The login for the membership area will be changed in January to encourage payment of the annual membership fee.

It is planned to also transfer the ISAP email list (isap-all) to the new web host and members will be informed when this takes place.

5. Financial Statement and Audited Accounts

The Financial Statement was presented as summarised below. The accounts for the period April 2011 to March 2012 had been audited by the Auditor, Dr Rob Vernon, and were considered to be satisfactory. The Society has a positive balance of accounts of approximately £13,430. The support for students and young professionals at ISAP conferences and related meetings will be continued. F Pope-Carter suggested a fieldwork grant, similar to the Tony Clark fund, mainly to assist students and amateur groups. M Roseveare asked whether companies could also apply if they wanted to undertake research surveys. Applicants would have to be paid ISAP members, normally of at least one year and in good standing, in line with similar grant regulations by the Quaternary Research Association. It shall be a condition of the award that a survey report is written and a short contribution for ISAPNews is submitted. This idea was supported by the majority of the members present. The management committee will draw up draft guidelines for such a grant scheme that will be presented to the membership for approval. **ManC**

| ISAP financial summary 1 April 2011 to 31 March 2012 | | |
|---|------------------|----------------|
| Opening bank balance: | Sterling | Euros |
| Sterling | £9,647.27 | |
| Euros | | €1,180.06 |
| Receipts: | | |
| Subscriptions | £1,551.54 | €200.00 |
| Donations | £0.00 | |
| Bank interest | £6.16 | €0.30 |
| Advertising | £160.00 | |
| Other | | €110.20 |
| Total receipts | £1,717.70 | €310.20 |
| Payments: | | |
| Student Bursaries | £609.00 | €209.34 |
| Prizes | | |
| Bank Charges | £73.67 | |
| Other | | |
| Total payments | £682.67 | €209.34 |
| Net surplus/deficit | £1,035.03 | €100.86 |
| Closing bank balances | £10,682.30 | €1,280.92 |

| ISAP financial summary 1 April 2012 to 1 December 2012 | | |
|---|----------------|----------------|
| Opening bank balance: | Sterling | Euros |
| Sterling | £10,682.30 | |
| Euros | | €1,280.92 |
| Receipts: | | |
| Subscriptions | £898.55 | €195.89 |
| Donations | | |
| Bank interest | | |
| Other (Advertising) | | |
| Total receipts | £898.55 | €195.89 |
| Payments: | | |
| Student Bursaries | | |
| Prizes | | |
| Bank Charges | | |
| Other | | |
| Total payments | £0.00 | €0.00 |
| Net surplus/deficit | £898.55 | €195.89 |
| Closing bank balances | £11,580.85 | €1,476.81 |

6. *Any Other Business*

T Herbich enquired about the procedure for nominating additional Honorary Members. Any suggestions shall be submitted to the Management Committee (through the Chairman or Honorary Secretary), which will evaluate the suggestions with respect to the criteria set out in the Constitution (Article 3.2c) and present suitable candidates to the membership for a vote. Currently the five Honorary Members are A Hesse, Y Nishimura, A Aspinall, I Scollar and J Weymouth.

M Guy announced that a recording sheet for survey metadata is available from the Geomatrix web site. C Gaffney suggested that this and similar documents could also be hosted on the new ISAP website.

A Starnes commented that the information on the email list was useful and valuable. Ways of generating more 'traffic' were discussed and members were encouraged to submit queries and thoughts to the list.

A Roseveare thanked the Editor for the excellent newsletters he is compiling. ISAPNews is one of the most important benefits of ISAP membership and is highly regarded.

Minutes by Armin Schmidt 5 December 2012