

DRAFT 3/20/07

## Alaska Anthropological Association

### Board Action

January 4, 2008

The Board voted by email (Mason, Steffian, Frink, Odess in favor; Monteith absent) to retain Anchorage tax attorney Steven Mahoney to assist and represent the Association in filing for State of Alaska incorporation, seeking reinstatement of our 501(c)(3) non-profit status with the Internal Revenue Service, and settling any penalties due to the IRS for not filing our tax returns. Mahoney provided the Board with an estimate of \$1000-1500 for these services, at a reduced rate (for non-profit organizations) of \$150/hr. The Board authorized expenditure not to exceed \$2000 without further review.

### Board Teleconference Meeting Minutes

January 15, 2008

- I. Teleconference meeting called to order 11:35 AM – Aron Crowell
- II. **Board members in attendance:** Owen Mason, Lisa Frink, Amy Steffian, Daniel Montieth (quorum)  
**Board members absent:** Daniel Odess  
**Others attending:** Aron Crowell (President), Polly Wheeler (conference program Chair), Rachel Mason (conference program and elections committee), Dawn Biddison (Treasurer)
- III. Minutes from board meeting of 9/20/07 approved
- IV. **Items to be added to the agenda** – Under New Business, Crowell added discussion of AAA application to Council of Affiliated Societies under the Society for American Archaeology.
- V. **Reports**
  1. **AAA 2008 annual conference program** (Polly Wheeler and discussion). The conference program is amply filled out with 161 papers in 17 sessions and two guest speakers, Julie Cruikshank and Patricia Sutherland. The student paper session is not complete, with only one submission at present. Conference discount registration is available at the Hilton until January 23. AAA will have a table at the book room for sale of the journal and Aurora.
  2. **Elections Committee** (Rachel Mason). January 15 was the postmark deadline for board nominations to replace two seats (Owen Mason, Dan Odess). Three nominations had been received at the time of the meeting,

with others possible within the deadline. Candidate bios will be published in the February newsletter, along with the mail-in ballot form.

**3. Treasurer's report** (Dawn Biddison). The Association's books were balanced and reviewed by contract accountant Benee Braden through August 2007 and brought up to December 31 by Dawn Biddison. Accounting categories have been streamlined, and accounts are now in the current version of Quicken software on the Association's laptop. As of 12/31/07, the Association had \$44,724.84 in its checking account and a VanGuard Investments fund of \$89,595.10, for total assets of \$134,319.94.

**4. Tax status and IRS outlook** (Aron Crowell). Attorney Steve Mahoney reviewed the Association's income statements from 2001 to the present as well as IRS correspondence, and provided a brief overview to Crowell for discussion by the Board. The Association's non-profit 501(c)(3) status lapsed in 1982. To restore it we need to first incorporate with the State of Alaska and then apply to the IRS for renewal of non-profit status. The process will take up to six months. In addition, the AAA's gross receipts have exceeded the \$25,000 cap in most years, so we should have been filing tax returns. The IRS will certainly assess us a non-filing penalty, but typically abates such penalties for non-profit organizations where the mistake was inadvertent. The AAA will need to file taxes for 2007, although we could request an extension if necessary. We also need an Alaska business license because of sales of the journal. Aron will give a report on the status of these issues at the annual meeting.

**5. Journal production** (Owen Mason). Volume 5(1) is at the printer and should be out by the date of the conference. The idea of having the volume at the registration desk for newly signed members was discussed. The new production editor, Sue Mitchell of Inkworks, has been flexible and responsive, although some extra work had to be done on copy editing and proofing; hopefully this was just part of the learning curve and will be avoided for the second issue under Inkworks. Volume 5(2) is in layout and about half complete. Vol 6(1) is in review and should come out in mid-2008. Final production costs for 5(1) will not be known until mailing charges are determined.

## V. Old Business

**Association web site.** Amy Steffian has assumed temporary responsibility as AAA web master for the current site, and will work with Matt Ganley to learn the program for doing updates. The Board then discussed the bid from Couloir Graphics for design and production of the long-planned new AAA web site. Working with Couloir requires membership in the Foraker Group, and acceptance of the bid was tabled previously pending confirmation that AAA is an organizational member in good standing despite our lapsed non-profit status. Aron Crowell reported that Steve Mahoney had confirmed that this is the case, and called for a motion to move forward with Couloir.

\*Lisa Frink moved to accept the Couloir Graphics bid of \$7865.00 for web site design and production, seconded by Daniel Montieth. The motion passed unanimously.

## VI. New Business

**Student paper award.** There has been only one submission for the student paper award. Daniel Montieth and Lisa Frink volunteered to review the paper and make recommendations to the Board re: whether to award the prize.

**\*\*Professional Achievement award.** One nomination was received, for Ann Fienup Riordan. In recognition that Ann would be a highly worthy recipient, Amy Steffian moved for her to receive the award, seconded by Lisa Frink, and passed unanimously.

**\*\*Student intern for conference.** After discussion of the need, Daniel Montieth made a motion to approve \$500 for a conference student intern to assist with pre-registration, registration, and training of volunteers. Owen Mason seconded the motion, which passed unanimously.

**Council for Affiliated Societies (SAA).** Aron Crowell said that he would fill out an application for AAA to join the council, in order to increase national visibility and have announcement for our annual meetings included in the SAA newsletter. There is no cost.

VII. **Adjournment.** Aron Crowell adjourned the meeting at 1 PM.

\* Action item