

**Minutes of the International Committee meeting
held on Thursday 25th September 2014, 7-10 pm
at the Convention and Exhibition Center in San Rafael, Argentina**

Participants:

Pam Crabtree (PC), Treasurer; Christine Lefèvre (CL), Secretary; Angela Trentacoste (AT), Newsletter Editor.

Outgoing members:

Umberto Albarella (UA), Joaquin Arroyo Cabrales (JAC) (vice-president), László Bartosiewicz (LBa) (president), Luis Borrero (LBo) (current conference organizer), Ariane Burke (AB), Pam Crabtree (PC) (treasurer), Hitomi Hongo (HH), Christine Lefèvre (CL) (EC member, secretary), Richard Meadow (EC member), Mariana Mondini (MM), Greg Monks (GM), Marta Moreno-García (MMG), Sebastián Muñoz (SM), Sebastian Payne (SP), Elizabeth Reitz (ER), Jean-Denis Vigne (JDV) (past conference organizer), Sarah Whitcher Kansa (SWK) (EC member, web page master).

Apologies from Guy Bar-Oz (GBO), Zbigniew Bochenski (ZB) (working groups liaison officer), Canan Çakırlar (CC), Simon Davis (SD), Donald Grayson (DG), Hans Christian Küchelmann (HCK) (EC member), Heather Lapham (HL), Xiaolin Ma (XM), Terry O'Connor (TOC), Ina Plug (IP), Wietske Prummel (WP), Jörg Schibler (JS), Melinda Zeder (MZ).

Incoming members:

Umberto Albarella (UA), Joaquin Arroyo-Cabrales (JAC), László Bartosiewicz (LBa), Luis Borrero (LBo) (past conference organizer), Ariane Burke (AB), Virginia Butler (VB), Arati Deshpande-Mukherjee (ADM), Kitty Emery (KE), Hitomi Hongo (HH), Lembi Lõugas (LL), Richard Meadow (RM), Mariana Mondini (MMo), Greg Monks (GM), Marta Moreno-Garcia (MMG), Sebastián Muñoz (SM), Alberico Nogueira de Queiroz (ANQ), Suzanne Pilaar-Birch (SPB), Kat Szabo (KS), Richard Thomas (RT), Jean-Denis Vigne (JDV), Sarah Whitcher Kansa (SWK) (vice-president, web page master).

Apologies from Shaw Badenhorst (SB), Guy Bar-Oz (GBO), Zbigniew Bochenski (ZB) (working groups liaison officer), Canan Çakırlar (CC), Simon Davis (SD), Sabine Deschler-Erb (SDE), Donald Grayson (DG), Angelos Hadjikoumis (AH), Hans Christian Küchelmann (HCK) (EC member), Heather Lapham (HL), Xiaolin Ma (XM), Marjan Mashkour (MMa), Terry O'Connor (TOC) (president).

Chair: László Bartosiewicz

1. Introduction by the outgoing President (LBa)

LBa welcomes and thanks the members of the IC, both outgoing and incoming, and provides apologies on behalf of those who could not attend.

He briefly recalls the various items of the agenda with an emphasis on the vote for amending the statutes that should take place at the General Meeting.

2. Secretary report (CL)

CL announces the results of the elections conducted by Survey Monkey from October 31st until December 24th. A total of 315 votes were received but 5 arrived after the deadline, 18 were anonymous, 3 people voted twice, and 14 were from members with expired membership. There are thus 275 valid votes.

Terry O'Connor (United Kingdom) is elected President, and Sarah Whitcher Kansa (USA) is elected Vice-President.

The new IC consists of the following ICAZ members (listed in alphabetic order): Umberto Albarella (England), Joaquin Arroyo-Cabrales (Mexico), Shaw Badenhorst South Africa), Guy Bar-Oz (Israel), László Bartosiewicz (Hungary), Zbigniew Bochenski (Poland), Luis Borrero (Argentina), Ariane

Burke (Canada), Virginia Butler (USA), Canan Çakırlar (The Netherlands), Hans-Christian Küchelmann (Deutschland), Simon Davis (Portugal), Sabine Deschler-Erb (Switzerland), Arati Deshpande-Mukherjee (India), Kitty Emery (USA), Donald Grayson (USA), Angelos Hadjikoumis (Cyprus), Hitomi Hongo (Japan), Heather Lapham (USA), Lembi Lõugas (Estonia), Xiaolin Ma (China), Marjan Mashkour (France), Richard Meadow (USA), Mariana Mondini (Argentina), Greg Monks (Canada), Marta Moreno-Garcia (Spain), Sebastián Muñoz (Argentina), Alberico Nogueira de Queiroz (Brazil), Terry O'Connor (England), Suzanne Pilaar-Birch (USA), Jan Storå (Sweden), Kat Szabo (Australia), Richard Thomas (England), Jean-Denis Vigne (France), Sarah Whitcher Kansa (USA).

3. Nominations and election of additional EC members

CL recalls the current composition of the EC, which includes the President (T. O'Connor), the Vice-President (S. Whitcher Kansa), the Treasurer (Pam Crabtree), the Secretary (C. Lefèvre), the Current Conference Organizer (not yet designated), the Immediate Past Conference Organizer (L. Borrero).

According to the statutes (4.4.2), two to four additional members of the IC shall be elected to the EC by the IC. Of the previous four additional members (HCK, CL, RM, SWK), HCK and RM are willing to stand again. Other nominations include: AB, CC, HH, MMo. The IC decides to vote on four names.

HH, HCK, RM and MMo are eventually elected through a secret ballot.

4. Treasurer report (PC)

ICAZ now has 501 c 3 status according to the US Internal Revenue Service, and is considered a public charity. Donations to ICAZ are now tax-deductible for those individuals who file US taxes.

The current membership includes 530 members from 51 different countries.

PC indicates that nearly all of our revenues come in via Paypal. She thus proposes to close both the NatWest Euro and the Nat West dollars accounts, since ICAZ doesn't need the foreign currency bank accounts anymore.

ICAZ is in excellent fiscal shape with a current balance of \$68,722.19.

Balance	10/13		9/14	
		USD		USD
Sovereign USD		\$20,956.67		\$34,173.32
Nat West USD		\$22,108.41		\$22,108.41
Nat West Sterling	£4525.18	\$7,325.02	£3593.93	\$5,842.65
Nat West Euro	€066.82	\$6,842.43	€088.56	\$6,597.81
Total		\$57,242.53		\$68,722.19

Expenses (Sovereign)		Revenue (Sovereign)	
Travel	\$2,850.00	Gift	\$500.00
Awards	\$1,000.00	Dues	\$17,552.59
Checks	\$90.94		
Bank Fees	\$45.00		
501 c 3 applic.	\$850.00		
Total	\$4,835.94		

Expenses (Sterling)		Revenue (Sterling)	
Newsletter	£1166.05		£234.80

Expenses (Euro)		Revenue (Euro)	
Bank Fee	€7.11		€28.85

5. Web page report (SWK)

The ICAZ site is hosted for free by the Alexandria Archive Institute (AAI). Hosting ICAZ fits with the AAI's mission to enhance scholarship through use of the Web.

The ICAZ site has two parts: an informational site and a password-protected membership site. Updates to both are as follows:

1. ICAZ website (informational site)

The ICAZ website (<http://alexandriaarchive.org/icaz>) is an informational site that contains news and general information about the organization.

1a. Updates / Maintenance

SKW makes updates to the site based on the following:

- Biannual updates (spring and fall) to the news and events, based on the newsletter content,
- Biannual updates (last year, in fall 2012 and summer 2013) to the working groups, based on responses ZB receives to his call for updates,
- Updates to the list of ICAZ members biannually,
- Updates as needed based on IC/EC meetings, calendar events, ZOOARCH announcements, and feedback from users.

1b. Cost

The cost of hosting the ICAZ website is minimal. It is a small portion of the hosting for the AAI site, which contains much more content than the ICAZ site. AAI is happy to continue hosting the site for free.

1c. Changes

In October 2013, the EC approved \$2000 for a rebuild ("facelift") of the ICAZ website. That rebuild is now completed and the new site will be announced at the General Meeting. The new site will be made public the week after the meeting (in order to allow for continuity through the end of the meeting).

The site rebuild involved:

- Updated logo and colors,
- An ICAZ branding guide to facilitate use of the logo and to allow for continuity in branding across ICAZ products and related work (such as working group sites). [Note: branding will have to be communicated to the membership and sites that use the "old" ICAZ logo],
- Cleaning up text and code and streamlining use and maintenance.

The total cost of the rebuild was \$2338.75. This paid for 40 hours of Phoebe France's time, the designer who helped SWK with this facelift. P. France created all of the branding materials and the site structure, then passed the "skeleton" site on to SWK, who spent another 50 hours adding content to the site, including editing and reorganizing the existing content, revising the code, adding photos and thumbnails, testing the functionality, etc.

1d. Still to do:

- Solicit more photos from membership [SWK will do via email with the live site announcement],
- Update the "Membership" site with the new colors and logo,
- Add the publications database,
- Add "Our Community" page with reciprocal links with other organizations (to emphasize our global network) [Perhaps also do via email to membership?],
- Update other ICAZ-related sites/products with new logo, colors, and font (newsletter, membership site, etc.),
- Perform checks and updates around accessibility.

2. Membership site (password-protected area)

The password-protected area of the site (http://www.alexandriaarchive.org/ICAZ_CRM/) was developed to facilitate ICAZ membership updates and receipt of payments.

2a. Updates / Maintenance

SWK updates the site based on the following:

- Biannual checks (spring and fall) when AT sends out her newsletter info request. SWK makes sure all current members are tagged as such so they receive the email request for newsletter info.
- Biannual backups of current member data (spring and fall) (but not financial info— the site has no access to financial info).
- Periodic checks of functionality based on occasional feedback SWK receives from users (usually those who have lost their login information).

2b. Changes

- In Autumn 2013, PC and SWK worked together to remove the few repeated users in the system.
- In May 2014, SWK upgraded to a new version of Drupal, the open source content management software that powers the system.
- In October 2014, SWK will update the colors, logo, and fonts to better match the new ICAZ website.

2c. Still to do

- Remove the “member since” field from the profile,
- Highlight the expiration date,
- Set up a system for membership renewal reminders,
- Add a “Donate” button for donations beyond membership dues.

2d. Cost

- Depending on how the site is working, once or twice a year, SWK has an outside contractor who specializes in CiviCRM (the software the system uses) give the system a “tune-up” to ensure that it works well, is using the latest versions of software, etc. The new contractor is Kevin Goldberg (Imagistic). Imagistic charges \$175/hour, but they have offered us a 25% nonprofit discount, bringing the hourly rate to \$131.25/hour. Though SWK tries to do as much of the tune-up work as she can before asking for their help, some work is complicated and requires their help. Each year, the hours range from one to six. In 2013, we only used one hour. In 2014, we have used 6 hours (\$787.50).

6. Newsletter report (AT)

The ICAZ Newsletter is published twice yearly (Spring & Fall). It is available as a PDF download from ICAZ website and distributed to membership via an email notification to current members.

The regular content is as follow: i) Letter from the President, ii) Member News and Notes – AT, iii) New Books – AT, iv) Jobs, Fellowships, and Grants – AT, v) Calendar – HCK.

The Spring Content (Submission Deadline: April 15) has a special section on Recent Publications – AT. The Fall Content (Submission Deadline: October 15) presents the Working Group Reports and the Treasurer’s Report.

State of the Newsletter:

Year	Season	Issue	Pages	Publications	Working Group Reports
2014	Spring	15.1	24	189	
2013	Fall	14.2	19		11
2013	Spring	14.1	15	131	
2012	Fall	13.2	18		8
2012	Spring	13.1	24	307	
2011	Fall	12.2	11		8
2011	Spring	12.1	18	187	
2010	Fall	11.2	18		7

The number of reported publications (131-307) and number of pages (11-24) are variable. The number of publications seems to depend on large labs reporting.

Since Paris 2010, the previous editor Heather Lapham stepped down (in 2011) and the current editor (Angela Trentacoste) was elected.

Since 2011, the Newsletter has been distributed as a PDF link via the ICAZ website. This saves c. \$4000 / year in printing/ mailing costs. Some 30 people requested printed Newsletters, that were mailed from Sheffield. A new running feature has been added: ICAZ Past & Present (My ICAZ History / Zooarchaeology Today)

The Newsletter will get a facelift in spring 2015 in line with the website. A transition into full colour is under study (although printed version may still be BW – have to see options). The publications list will move online in Spring 2015 (based on References section of WBRG website). This transition is under try for several years and money has been set aside. The Reference section will be replaced by a ‘highlights’ section, drawing attention to major works (e.g. Working Group publications) and overall trends.

The Newsletter can be used as reminder for individuals to update their membership. The Working Group Reports need to be standardized because they are very variable in length and form, and they sometimes reproduce the information provided from the Spring publications list. AT needs to coordinate with WG liaison ZB

7. Working Group reports (CL for ZB)

There are 14 working groups in ICAZ and all but one have submitted a report to ZB, Working Group Liaison. Two new groups were recently created: the Stable Isotopes in Zooarchaeology WG (SIZWG), created in 2012, and the Zooarchaeology of the Roman Period WG (RPWG) created in 2013.

The Recommendations of the task force on working groups stipulate that: "Each Working Group is required to submit a written report to the Secretary at least one month prior to the biennial meeting of the IC. (...) Even if a Working Group has not conducted any activities between two given meetings, it must submit a biennial report. If a report is not submitted, the IC may withdraw recognition. If a Working Group 1) fails to submit a report for two successive IC meetings; or 2) does submit the required report but indicates that it has been inactive for two successive biennia, ICAZ recognition will be immediately withdrawn."

The African Archaeozoology WG did not submit a report for IC 2012 and IC 2014. Formally, they should thus be dissolved. This WG was created shortly before the Paris International Conference in 2010, by Joséphine Lesur and H el ene Jousse. Its main purpose was to bring together people working on African faunal assemblages and to work on a collaborative data base project initiated by H. Jousse. Unfortunately, the dynamics created in Paris faded away. The future of this WG is uncertain. The liaisons of the AAWG ask the IC a six months delay to give another try to this project, maybe by involving other colleagues.¹

NABO is a very active group but their meetings or publications never have an ICAZ co-affiliation. The new Liaison for NABO is George Hambrecht, who will bring up and encourage the acknowledgement of ICAZ in publications.

8. Changes to statutes

During the 2013 EC meeting in Canton (MA, USA), EC members have finalized the revised version of the ICAZ statutes. These revisions are intended to simplify ICAZ functioning, in agreement with the growing easiness in contacts through the internet, and to clarify inconsistencies or unclear articles in the present statutes. The proposed amendments have been circulated among the IC in November 2013, and sent to all ICAZ members with the call for the General Meeting on July 27, 2014. The vote will take place on Saturday 27th September at the General Meeting.

9. Current conference organizer report (LBo)

A detailed report of the conference will be provided for the Fall Newsletter, but LBo can already announce that over 420 participants are attending the conference.

10. Proposal for the ICAZ 2018 conference. Invited: Evangelia Ioannidou Piskin)

A single bid for the ICAZ 2018 conference has been submitted to the secretary and circulated among the EC members. Evangelia Ioannidou Piskin proposes to organize the next International Conference at the Middle East Technical University (METU) in Ankara, Turkey. METU has a number of amphitheatres and lecture rooms at the Culture and Convention Center, guest houses and dormitories, and a wide range of nearby hotels. The bid is supported by the Graduate Program in Settlement Archaeology of METU.

The International Committee (IC) of ICAZ supports in principle awarding the opportunity to host the 13th International Conference of ICAZ to organizers at the Middle East Technical University (METU), Ankara, Turkey, based on the proposal submitted to the IC of ICAZ by Assist. Prof. Evangelia Piskin of METU.

¹ Since the IC meeting, H. Jousse and J. Lesur informed ZB and CL that they have decided to put an end to the African Archaeozoology WG. H. Jousse has now a full time job with very little time to work on African archaeology and the project of a collaborative date base that was the key issue of this WG is stopped.

Previous ICAZ International Conferences have had Organizing and Scientific Committees. Final confirmation of the award of the conference by the ICAZ IC to METU is thus contingent upon the development of both organizing and scientific committees, details of which shall be submitted to the Secretary of ICAZ by 31st March 2015 for review by the Executive Committee (EC) of ICAZ.

It is recommended that especially the scientific committee reflects support among Turkish archaeozoologists and archaeologists for hosting the conference in Turkey, as well as among other such scholars carrying out research in Turkey.

The Executive Committee of ICAZ is tasked with the responsibility "to help the Present Conference Organizer(s) to organize the International ICAZ Conferences" (ICAZ Statutes 4.4.1). Thus, the organizer(s) of the 13th ICAZ International Conference should feel free to call upon the Executive Committee of ICAZ through the ICAZ Secretary for advice and help in mobilizing support for and organizing the conference.

11. Nominations for Committee of Honor

Due to a lack of time during the meeting, CL will call for CoH nominations by email.

12. Potential venues/proposals for next IC meeting to be held in 2016 (CL for XM)

Xiaolin Ma offers to host the 2016 IC meeting in Zhengzhou, capital of the Henan province (China). The proposed dates are October 11-16. These dates are flexible and CL will conduct a survey among IC to check the preferred week.

The Henan Provincial Administration of Cultural Heritage will cover the expenses for IC members in the Henan province, including food and excursion, and, if possible, accommodation for IC members. The IC meeting will be coupled with an academic meeting (provisional title: Archaeozoology: Global Developments and Chinese Perspectives; no registration fee) where both IC members and Chinese archaeozoologists can present 15-20 minute talks. The proceedings of the meeting could be published in an English-Chinese bilingual volume within a year and a half after the meeting. Several places have been selected for excursions in Henan province (covering two and half days), including two World Cultural Heritages and other historical sites.

The IC thanks XM for this proposal and approves the bid.

13. Review of progress of publication of proceedings of the 2010 International ICAZ Conference (CL)

Of the 31 sessions held during the 2010 conference, 13 have been published and 2 should be out very soon. The list is regularly updated in the ICAZ website.

Arbogast R.-M. & Lepetz, S., 2013. *The animal in funerary practices*. Anthropozoologica, vol. 48(2). (18 papers).

Choyke, A. & O'Connor, S., 2013. *From these bare bones: raw materials and the study of worked osseous objects*. Oxbow Books. (20 papers).

Clark, J. & Speth, J., 2013. *Zooarchaeology and modern human origins. Human hunting behavior during the Later Pleistocene*. Vertebrate Paleobiology and Paleoanthropology Series, Springer's. (14 papers).

Friesen, M. 2013. *Circumpolar zooarchaeology: Arctic hunter-gatherers in context*. Anthropozoologica, vol. 48(1). (6 papers).

Gaudzinski S. & Kindler, L. 2012. *The evolution of the hominin food resource exploitation in Pleistocene Europe: Recent studies in zooarchaeology*. Quaternary International 252. (19 papers).

Gillis, R. & Vigne, J.-D., 2012. *The development and specialisation of dairying practices*. Anthropozoologica, vol. 47(2). (5 papers).

Jousse, H. & J. Lesur, 2011. *People and Animals in Holocene Africa. Recent advances in archaeozoology*. Reports in African Archaeology, Frankfurt am Main. (9 papers).

Kansa, S., 2011. *Digital Communication and Collaboration: Perspectives from Zooarchaeology*. The SAA Archaeological Record, vol 11 (1). (10 papers).

Lefèvre, C., 2012. *Proceedings of the General Session of the 11th International Conference of the International Council for Archaeozoology, Paris, 23-28 August 2010*. British Archaeological Reports International Series 2354. Archaeopress, Oxford. (22 papers).

Le Mort, F. & Mashkour, M., 2013 *Study cases in palaeoparasitology from the palaeolithic to the modern times*. International Journal of Paleopathology, vol 3 (3). (6 papers).

Marín-Arroyo, A. B., Madgwick R., Brugal J. P., Moreno-García, M., 2011. *New Perspectives on Taphonomy*. International Journal of Osteoarchaeology, Special Issue. (9 papers).

Szabó K., Dupont C., Dimitrijevic V., Gastélum L. G., Gulyás S., Serrand N., (eds.), (2014). *Proceedings of the 11th ICAZ International Conference. Paris - Archaeomalacology Working group, 23-28 August 2010, France*. BAR International volume. (23 papers).

Thomas, R., 2014. *Animals, and their bones, in the modern world (AD 1750-1950)*. Anthropozoologica, vol. 49 (1). (9 papers).

Mashkour, M. & Beech, M., (in progress, Dec 2014). *Ancient Camelids in the Old World - between Arabia and Europe*. Anthropozoologica, vol. 19 (2). (10 papers).

Monks, G., (in progress, 2014?). *Climate change and human response: a zooarchaeological perspective*. Vertebrate Paleobiology and Paleoanthropology, Springer Verlag.

14. Any other business

Alberico de Queiroz, new IC members from Brazil, is co-organizing the 3rd Latin American Meeting of Zooarchaeology, which will be coupled with the 1st Brazilian Congress of Bioarchaeology and the 3rd Brazilian Meeting of Archaeology. He approached CL regarding a possible financial support from ICAZ. PC is willing to set up a possible annual competition to provide an ICAZ financial contribution to such projects.

Contributed by Christine Lefèvre, ICAZ Secretary