

**CHARTERED INSTITUTE FOR ARCHAEOLOGISTS
BUILDINGS ARCHAEOLOGY GROUP (BAG)
Committee Meeting
11.30am, Thursday 30 November 2023**

Minutes

Present JL, JM,CC, LG, AD, CB

1. Apologies for absence

MK

2. Minutes of previous meeting October 2022, attached)

No comments

3. Matters arising (if not covered below)

None

4. Membership of the committee

All willing to continue. JL noted expressions of interest from three new Ordinary Members and would follow up with invitation. **Action JL**

5. Tea break and other events for 2024

Suggestion for a series based on overall theme of significance and value. JM suggested that the key action was to schedule the tea break and the theme. JL has a good case study for the initial tea break. Suggestion for one every two months.

Action JL to contact MK to set dates and arrange Zoom sessions.

Action JL to prep case study and share with JM.

Action JM to prep responses.

Action AB to contact ex-colleague in HES for thoughts from North of the border.

Action JL to contact Ireland/NI and Welsh colleagues. Suggestion for half-day workshop mid-year.

6. Newsletter and communication issues

General feeling that monthly PDF mailing was not the way to go. Suggestion for better use of LinkedIn page for comms. Suggestion that committee members should look to post and share on the group.

Action JL to pick up with MK re content/moderation of the LinkedIn page.

7. CfA Ethical code

New ClfA ethical code is out now. MK has indicated that ClfA would be willing to present to the committee. Agreed that this would be useful.

8. BAG Specialist Matrix (last chance for any comment today; paper circulated for discussion)

General feeling that specialist matrix is basically OK and not needing significant change.

Suggestion to put requests for comment out to membership

9. AOB and date of next meetings

Committee to review planning guidance –

Action CB to flag what is coming out in England and Wales and **JM** to look at Scotland Guidance

Aim is for 4 meetings/year plus an AGM. One in Feb and then three monthly afterwards.

Action CB to circulate invitations to committee

Suggestion that the first Teabreak and AGM are held at the same time Jan/early Feb -

Agreed

Suggestion for in-person meeting in York – for the first meeting after the AGM - Agreed