



MINUTES OF THE COMMITTEE MEETING OF THE CIfA FINDS SPECIAL INTEREST GROUP

Held: Wednesday 1 March, 2023
1pm On Teams

Attendees: Emily Johnson (EJ; Chair), Bekky Hillman (BH; secretary), Imogen Wood (IW, Treasurer), Nicky Rogers (NR), Mags Felter (MF), Anna Tyacke (AT)

1. Apologies

Helen Wickstead (HW), Peter Guest (PG)

2. Minutes of Previous Meeting and matters arising

No other issues/ matters reported

3. FINDS ISSUES

- Internal to CIfA
 - No CIfA Groups forum meetings
 - EJ email from Sam Paul from archives group asking for if their AGM could involve processes of finds management, archive preparation and stabilisation. Would we like to join up with them, could we join the two together in September? Committee assent to this – EJ to email Sam.
- External
 - BH to peer assess FAFF4 during March following approach at AGM from Helen Ganiaris
 - NR can be used as contact for finds research group (non CIfA)
 - EJ contacted by Kayt Hawkins about revitalising regional finds research informal meetings. Agreed in principle that the FG could help set up and advertise these meetings but would not be responsible for running or managing them. EJ to email Kayt.
 - could we get a PAS FLO to join the group for contact? AT/ IW to send out feelers.
- aims and policy
 - Code of conduct (ethics) needs updating/reviewing but is can of worms, everyone has an opinion (quote EJ!) EJ to monitor and let us know if there is anything we need to be involved in

4. TRAINING

Highlight and signpost people to training won't be doing any ourselves (to come off agenda next time)
If we can get a FLO we could get access to their training? AT to look in to

5. FSIG EVENTS

- FSIG AGM 2023 maybe in September with archives group as a joint venture attracting more people
- No one attending conference in person
- no other projects running at the moment that we need to be involved in

6. PROJECTS

- Toolkit updates
 - Roman coin now up and running, well done Peter!
- Other projects none to date but we would support any in the pipeline
 - Outreach talk to the public archaeology group and see what they have already or if we could work with them on something. EJ to email the group

7. COMMUNICATION

- Website
 - EJ updating website simplifying so it is easier to understand what our aims and links to toolkits and social media etc. Updated bios and updated the previous events section. Looks more streamlined.
 - HW to provide a 100 word bio.
- Social media
 - Consensus to not be so active on twitter and maybe start a facebook page/group instead, but will require more effort, all committee members to be admins to spread the load. A page better than a group to limit who can post and easier to oversee, could link to Instagram in the future but definitely not now
 - EJ to start (actioned already!) a Facebook page for the Finds Group
<https://www.facebook.com/profile.php?id=100090624736173>
- Newsletter
 - EJ showed draft, includes CPD opportunities, digital resources, finds group news. EJ to amalgamate contributions from other

8. AOB

- EJ suggested a shared workspace for editing instead of using emails etc using google drive (this was unanimously agreed)
- EJ to set up virtual workspace – already actioned – see emails for invitation to One Drive.
- Test period begins, with review at next committee meeting.
- AT requested copy of the three year plan. EJ put on workspace

9. Date of next meeting

Thursday 8 June 2023 1pm

ACTIONS

- EJ to email Kayt Hawkins about helping facilitate regional finds meetings [PROGRESSED]
- EJ to email Sam Paul about combining our AGM with Archives Group [PROGRESSED]
- EJ to email Community Archaeology group about combining efforts towards finds outreach
- EJ to set up Facebook Group [DONE] <https://www.facebook.com/profile.php?id=100090624736173>
- EJ to set up shared virtual workspace [DONE]