

## Committee Meeting Minutes

7 June 2023, 12.30pm

Remotely via teams

Present: Emily Johnson (EJ) Chair , Anna Tyacke (AT), Imogen Wood (IW) Treasurer, Bekky Hillman (BH) secretary, Peter Guest (PG), Nicola Rogers (NR), Deborah Fox (DF) guest.

### 1. APOLOGIES

Helen Wickstead (HW), Mags Felter (MF)

### 2. MINUTES OF LAST MEETING AND MATTERS ARISING (not covered elsewhere)

Minutes all agreed no other matters arising

### 3. FINDS ISSUES

- Internal to CifA

Code of Conduct Review. EJ took part in steering group via email. No committee members completed the survey – badly publicised? Could CifA have used group social media comms to help, e.g. by giving us an asset pack of content to publish? Is communication a problem do we need to address this?

- External (AEA, ICON, Other groups etc)

BH attended AEA spring conference on R concentrating on R but training was cancelled

EJ attended a Rewilding project workshop in Oxford concentrating on making digital archives of organic remains FAIR

BH attended AWG in Oxford the day after rewilding again concentrating on R and reporting inconsistencies

IW attended MPRG day on online medieval type series, Devon has almost complete, next is Cornwall and Wessex is due to be started soon **Action:** To be included in Autumn newsletter and social media

### 4. FSIG EVENTS

- FSIG AGM 2023 (speakers to invite, date for archives meeting)

Waiting for call for papers to finish, format papers half/two thirds of the day, other part discussion. Using polling and surveys on the day (falls within GDPR as no participant data is collected, EJ to check). IW has discussed budget with archives group, should be low cost. Further update in couple of weeks.

Gail Boyle to speak ref human remains DF contacted.

BH has put in paper for AGM to introduce the topic on a broad scale.

PG to put in to do a paper to explore how the role and function of toolkits works alongside the standards and guidance (or not as the case may be). System needs curation and tidying up so that it is clear and up to date.

Proposed article/ synthesis of conference, possibly for The Archaeologist?

- Other events

EJ has had communication from Meg Keates from early career professional asking about training to be a specialist, could we do a tea break for early careers specialists offering advice and help? Can we find a way to get CIFA/Historic England to provide training or just offer support and guidance. **Action:** tea break to be set up (EJ).

AT looked into different training that is available. Training could be available through the PAS at a regional level, possibly through the network of specialists that the PAST Explorers Project had enlisted for their training, which was based on an exchange of knowledge in return for the latest finds of new artefacts etc. These sessions could be held in local museums with FLOs and/or archaeological curators, possibly through the SMA, using their collections. **Action:** AT to ask British Museum curators about potential training at July meeting

**IW proposed that we contact CIFA and English Heritage as a committee that we need to have official training and engage specialists and get certification for training or it will become a serious issue (this was unanimously passed by all committee members and guests). ACTION: IW will draft letter to send**

## 5. PROJECTS

- Toolkit updates (small finds reporting, Roman finds reporting)

Roman coins done and hoping for its first annual review

- Other projects (outreach guides)

Focus on this will be next year. Training has a higher priority. Look CBA and what they used to do and what resources they have **Action:** AT to contact former CBA Community Archaeology Officer at later date

## 6. COMMUNICATION

-Website

Still not been updated since we sent the stuff in January EJ has chased **Action:** EJ will continue to chase

-Social media

Facebook page gaining membership and seems to be engaging people

-Newsletter



Would be useful to know how well this was received. To poll membership at AGM.  
Next newsletter will be post-AGM in the Autumn.

7. AOB

SMA training is still available DF reports Historic England money is still left to produce guidance and days to advise on selection and retention

8. Date of next meeting

Next official meeting AGM but need to set meeting with archives group ref paper call and September AGM TBC but mid-end July