

**Landscape SIG**

20 May 2024, 3PM-4PM  
Online - Teams

**Minutes**

**Present:**

- Victoria Bowns (VB), Brandon Braun (BB, Secretary), Kat Hopwood-Lewis (KH-L, Advisory Council representative), Abi Tompkins (AT), Sam Turner (ST, Chair), Meike Van Lit (MVL, Treasurer), Janine Young (JY)

Agenda Point	Action (Initials)
<b>1.</b> <b>Apologies</b> - David Astbury - Ian Houlston	
<b>2.</b> <b>Minutes of the Previous Meeting</b>  Minutes accepted without changes.	
<b>3.</b> <b>Matters Arising</b>  Committee members were approached for recording and chat of previous meeting (AGM). <ul style="list-style-type: none"> <li>- Check with CifA if that can be shared.</li> </ul> General discussion of correspondence received after AGM. <ul style="list-style-type: none"> <li>- Discussion tabled until agenda point 5.</li> </ul>	BB
<b>4.</b> <b>Confirm Advisory Council representative</b>  KHL confirmed as advisory council representative.  KHL gave brief overview of previous meeting topics: <ul style="list-style-type: none"> <li>- large focus on the on-going discussion over salary benchmarking.</li> </ul> Next meeting 3 July 2024 1400-1600, but KHL is unavailable. <ul style="list-style-type: none"> <li>- AT will attend (tentative schedule).</li> </ul>	AT
<b>5.</b> <b>3-year plan</b>  Discussion following AGM and agenda point 3. Committee ideas collected on Mural.  Main topics: <ul style="list-style-type: none"> <li>- Types of events we can offer</li> </ul>	

	<ul style="list-style-type: none"> <li>- Webinars (case study presentations, lectures)</li> <li>- CPD/training</li> <li>- Invited speakers/experts outside of archaeology</li> <li>- Accessibility of events <ul style="list-style-type: none"> <li>- Remote options</li> <li>- Cost (free events, discount for members)</li> <li>- Schedule (variety of times and formats)</li> </ul> </li> <li>- Possibility of online library/archive of presentations.</li> <li>- Check with CIfA</li> <li>- Frequency and timing of committee meetings. <ul style="list-style-type: none"> <li>- Some budget for in-person committee meeting.</li> <li>- Schedule Landscape AGM with CIfA AGM.</li> </ul> </li> <li>- How do we know about our members, what they want, etc?</li> </ul> <p>Review possibilities and prepare shortlist of ideas for next meeting</p>	<p>BB</p> <p>All committee</p>
<b>6.</b>	<p><b>Communications</b></p> <p>Committee discussed social media channels for communicating with group members.</p>	<p>MVT and KHL</p>
<b>7.</b>	<p><b>AOB</b></p> <p>Committee will continue to brainstorm and collect ideas for 3-year plan.</p>	<p>All committee</p>
<b>8.</b>	<p><b>Date of next committee meeting and future events</b></p> <p>Next meeting 24 June 2024 at 1000, online via Teams.</p>	<p>BB</p>