

**Chartered Institute for Archaeologists  
Scottish Group**

Committee Meeting

**Thursday 29 June, 2pm**

RSK Glasgow, 65 Sussex Street, G41 1DX

**Present:** Peta Glew (Chair), Sam Fox (Secretary), Joe Somerville, Biddy Simpson & Cara Jones

<b>1.</b>	<b>Apologies</b>	<b>Action</b>
	Tristan Boyle, Warren Bailey, Peter Hinton, Lisa Brown & Melanie Johnson	
<b>2.</b>	<b>Last Meeting minutes &amp; 3 Year Plan</b> Review of 3-year plan. Plan approved – no issues highlighted	
<b>3.</b>	<b>Membership survey</b> Summary and Results Committee to look at introduction of guidance in light of survey feedback. Potential for committee members to approach or co-opt advisors regarding specialist input during Cifa applications.  WSI workshop to be held after AGM	ALL
<b>4</b>	<b>AGM &amp; Event</b> Alternatives to metal detecting event discussed.  SF to explore options at Engine Shed, Stirling.  PG to look into Digging In WWI event in Glasgow.	SF  PG
<b>5</b>	<b>Training Events Update</b> Previous discussions considered following events; Museum of Rural Life, Ecological (waste, water, invasive species, biosecurity), Utility Training, SCARF, Membership Application Workshop, LiDAR & Professional Standards. Timetabling of these events to be agreed – discussed an improved temporal spread of training	ALL
<b>6</b>	<b>Group Social Media Updates</b> SF to look into taking on Facebook account duties and updates – to discuss with Mel	SF/MJ
<b>7</b>	<b>Newsletter</b> Deadline for submissions for Newsletter: 8 September	
<b>11</b>	<b>AOB</b> Meeting Location Update All present agreed that RSK office provided a better meeting place than CAW – particularly committee members connecting remotely	
<b>12</b>	<b>Dates of next Meeting</b> - 28 August, 2017 - AGM to be finalised and discussed at next meeting	