

ClfA Scottish Group
 Tuesday 3 December
 Remote meeting via Microsoft Teams

Present:

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| 1. | Apologies | Action |
| | Helena Gray, Heather Kwiatkowski, Stefan Sagrott | |
| 2. | Chair's Welcome- David Connolly (DC) | |
| | To new Committee- those who could make it | |
| 3. | Advocacy | |
| | <p>Role of Committee going forward. A conduit.</p> <p>How can we encourage and facilitate? Suggest use Spring meeting for RL and CJ to report and brief the group and request any help- caveat that the group can be contacted at other times but Spring would be a round up.</p> <p>KM- To ask CJ for further information on funding skills development</p> | <p>LB to chase RL on a date for meeting</p> |
| 4. | Scottish Network - a view for the future | |
| | <p>Three Year Plan- draft due 6 Dec Comments to be back to Committee by 20 Dec Survey and draft Plan to ClfA for circulation to membership January 2025.</p> <p>Plan for a hybrid AGM day/workshop/networking event with a report, guest speakers. The idea to create a geographically changing event based on networking between the hours of 10am-4pm. To not stick to conference format and to look at innovative ways to interact and network.</p> <p>Survey outline</p> <ul style="list-style-type: none"> To explain the reason for the survey- closure and presented new Three-Year Plan Confirm membership/active engagement Rename- 3 options Open comments for other suggestions ie social media, newsletter, engagement, universities etc <p>Pause on newsletter and social media - for future committee to investigate depending on future role.</p> | <p>MR to provide Plan to Committee</p> <p>MR and LB to collate comments</p> <p>DC and LB to send Plan and Survey outline to CB</p> |
| 5. | Discussion of responsibilities of the committee going forward | |
| | <p>Short term roles associated with the three-year plan</p> <p>Responsibilities going forward based on Spring meeting and requirements of committee once the membership has been surveyed.</p> | |

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| | <p>Advisory Council - CH happy to speak for Group. Also suggestion for a rolling member of the committee to attend.</p> <ul style="list-style-type: none"> • Need to confirm a contact with the committee who can organise and liaise. Suggest Secretary. <p>Request for committee members</p> <ul style="list-style-type: none"> • CB confirmed an Early Carers and/or Student OCM can be requested from the membership. CB can draft an email or Committee can. • CB confirmed Group can have an advisor on the committee from external groups (Scottish Archaeological Forum or the Heritage Trust Network) for a 1 year period for up to 6 years. If they are not in ClfA they can be an advisor for a 1-year period. | |
| 10. | AOCB | |
| | <p>KM questioned how people become members - CB confirmed it's a member's choice to join the Group within ClfA or to pay the £10 joining fee. No automatic enrolments.</p> <p>Advisory Council Report - CH Approved work on a membership survey – ClfA membership and wider archaeological community. Profiling the profession.</p> | |
| 11. | Date of Next Meetings | |
| | <i>TBC</i> | |