



MINUTES OF THE ANNUAL GENERAL MEETING OF THE CIFA FINDS SPECIAL INTEREST GROUP

Held: Wednesday 26th September 2018
Birmingham and Midlands Institute, Margaret Street, Birmingham

Attendees: Louise Rayner (LR; Treasurer), Duncan Brown (DB), Kayt Marter-Brown (KMB), Ruth Pelling (RP), Mags Felter (MF; minutes)

1. Apologies

Apologies from Phil Mills (Chair), Alex Beeby, Rowena Hart

2. Minutes of Previous AGM and matters arising

The Minutes of the previous AGM were accepted as a true record and there were no matters arising.

3. Election of committee members

Phil Mills and Duncan Brown both stepped down as Chair and Ordinary Committee member respectively. Both Phil and Duncan were thanked for their hard work on the committee over the last 6 years.

Louise Rayner, the current FSIG Treasurer was voted in as Chair, Rowena Hart, currently Ordinary member was voted in as Treasurer, Mags Felter, previously co-opted was voted in as Secretary and Nicky Rogers was voted onto the committee as Ordinary member. None of the posts were contested so therefore all the nominees were elected without opposition.

4. Chair's Report

Phil Mills was not able to be present at the AGM but sent in this report:

Chairs report

September 2018

My apologies for not being able to present this myself.

This has been a successful year, implementing the results of project 7090 and the potential that project has for giving us a strong platform to address the issues that we as find specialists are concerned about and what the finds group was formed to do. I am also pleased to have been at the ring side for the plans to develop training for the next generations of specialist. We also ran an important workshop on assessments at the CIFA conference this year in Brighton

As I am stepping down after 6 years I would like to thank my fellow committee members past and present and our liaison offices with central CIFA for the successful realisation of project 7090, developing workshops, alongside other CIFA specialist groups at the CIFA conference on post excavation, finds reporting as well as assessments and the successful lobbying for improvements to the standard for field evaluations with respect to finds

I would like to thank Louise for agreeing to stand as chair. I have found my experience on the committee very rewarding and a rich source of learning in addition to being a helpful escape from my shed lab. I hope the current and new committee find the same

Phil

5. Treasurer's Report

LR gave a report on the finances of the Group stating they are straightforward as they are largely run from the CIFA central office. Each year the Group is set a budget to cover things like expenses for committee members' travel to meetings and Group events. As a Group we have stayed within in this budget and also had a successful AGM event last year which attracted more than our target number of non-CIFA members to the Finds SIG.

6. Secretary's Report

MF stated that she had been co-opted as acting Secretary for the last year. The Committee held three committee meetings during the year which is the norm and we also arranged a well-attended and lively session at the 2018 CIFA Conference in Brighton on post-excavation assessments which is going to be written up in the Archaeologist magazine. We are currently also putting together our Group 3-year plan, as the current one is due to run out in 2019.

7. Projects (7090, Survey, other projects)

LR gave an update on the 7090 project (Historic England's survey of grey literature finds reporting standards) stating that the report on the outcome of the project is now available on the HE website and that the next step is to turn this report into a toolkit for those writing finds reports and the units who commission them. A plan is currently being drafted to apply for HE funding to take this forward.

KH gave an update on the plans to put a survey together to gain information about the interests of the membership, what training/events they would like to see and how we can get more people involved in the running of the Group and to increase inclusivity. She stated

that the FSIG is the largest of the Special Interest Groups and that we want to increase participation as much as possible.

8. Future Plans

KH and LR gave a quick overview of the future plans for the Group which include a review and update of the CfA Standards and Guidance for Archaeological Materials and an event celebrating the 30 year anniversary of the set-up of the Group to celebrate the achievements of the Group and to discuss how to increase involvement and participation.

9. Questions from the membership

There were no questions.

10. AOB

There were no items raised.