

2014 Southeastern Archaeological Conference Board Meeting
Wednesday, November 12, 6:00-9:00 PM
Redbud room of the Hyatt Regency Greenville

President TR Kidder called meeting to order at 6pm.

Attendees- officers:

TR Kidder, president (outgoing)
Greg Waselkov, president-elect
Jay Johnson, new president-elect
Ann Cordell, secretary
Tony Boudreaux, secretary-elect
Kandi Hollenbach, treasurer
Tom Pluckhahn, Journal editor
Betsy Reitz, journal editor-elect
Renee Walker, executive officer (outgoing)
Jane Eastman, executive officer,
Janet Levy, new executive officer

Attendees: board members (non-voting)

Karen Smith, interim Social Media editor
Phil Hodge, newsletter editor
Patrick Livingood, book review editor, Archives committee
Paul Welch, Life fund manager
Eugene Futato, sales editor
Ed Henry, SAC president
Ashley Schubert, SAC president-elect

Attendees-committee members

Pat Galloway, Archives committee
Jeff Mitchem, chair student paper competition

Attendees: guests:

Charlie Cobb, meeting organizer
Kevin Smith, 2015 Nashville organizer
Chris Rodning, 2018 New Orleans organizer
Robbie Ethridge, Steve Kowaleski, Marvin Smith—Charles Hudson endowment proposal
Maureen Meyers, sexual harassment survey
Dana Bardolph, gender/publication survey

Officer reports-

- Charlie Cobb spoke first, summarizing meeting registration totals through Wednesday afternoon, Nov. 12, 2014. Charlie mentioned that well over 600 had registered for the meeting. He added that the new website worked really well for registration. He said he would look into how to transfer the PayPal account to the next organizer. See attached report [SEAC Cobb meeting summary.docx](#)

- President (T.R. Kidder). TR mentioned that we don't yet know the full implications of the switch to Maney and talked about future meetings. He stated that Karen Smith has kindly agreed to serve as interim social media editor. See attached report [officer reports\report of the President 2014.docx](#)
- Secretary (Ann Cordell) see attached report [officer reports\Cordell2014 Fall SEAC SECRETARY report.docx](#)
- Treasurer (Kandi Hollenbach) see attached 2014 reports :

[officer reports\treasurer\Fall 2014 Treasurer's Report.docx](#) ;
[officer reports\treasurer\SEAC - Portfolio Proposal - 2014.11.04.pdf](#);
[officer reports\treasurer\SEAC - treas Annual Review - 2014.04.15.pdf](#);

SEAC 2015 budget: [officer reports\treasurer\SEAC 2015 Budget.xlsx](#);

Report of Life Fund (Paul Welch). Paul needed and received unanimous board approval to increase the allocation of funds to the Long-term Bond Index Fund, an initiative that was started last year. See attached report: [officer reports\treasurer\Fall 14 report SEAC Life fund.docx](#)

- Journal Editor (Tom Pluckhahn)

Tom discussed the necessity of sending our stock of back issues to Maney, to be scanned and for sales. He mentioned that we do not possess any pdfs of Southeastern Archaeology for the last 5 years. It may cost a lot to get them from Allen Press. Betsy Reitz will be editor of the first issue published by Maney. Tom reminded us that there will be 3 issues of SA, Spring, Summer, and Fall. TR suggests we may need more submissions of special or thematic papers to come up with 3 issues per year. Ed Henry commented that students have preferred to have thematic papers published in an edited book volume because of space limitations for length of papers in SA. But maybe that won't be such a problem now. Betsy suggested an announcement for the website to encourage submission of thematic papers. See attached full editor's report: [officer reports\Editor's Report 11 12 14.pdf](#)

- Newsletter (Phil Hodge)

Phil noted that some members reported having difficulty opening links to the newsletter. He is looking into that. He is also happy to continue editing the newsletter (for which the board is extremely appreciative!).

- Sales (Eugene Futato)

Eugene noted that his books were balanced and that he will still be handling sale of back issues of SEAC Bulletins and Special Publications. See attached report: [officer reports\SEAC Futato Report.pdf](#)

Committee Reports (submitted for approval)

- Public Outreach (Darlene Applegate)

Darlene was not present at the board meeting but submitted the attached report: [committee reports\2014_Fall_Board_ReportOutreach Grant.doc](#)

- Student affairs (Ed Henry)

See attached SAC report: [committee reports\SAC Report for the SEAC Board.docx](#)

- Native American Liaison (Brad Lieb, present) No report
- Annual Meeting Manual (Renee Walker, present); this file exists and is posted on the SEAC website: <http://www.southeasternarchaeology.org/wp-content/uploads/Information-on-SEAC-Annual-Meeting-Handbook-and-Policies.pdf>
- Nominations (Cameron Wesson [not present –see Secretary’s report])
- Lifetime Achievement (Ramie Gougeon [not present--see report in business meeting])

The board needs to remind itself to obtain plaques for the Lifetime achievement recipients prior to the business meeting!

- C.B. Moore (Ann Early, not present) (see report in business meeting)
- Watson Award (Robbie Ethridge, present) (see report in business meeting)

Chair Robbie Ethridge needs to be reimbursed \$22 for having the winner certificates framed. She rotates off the Watson Award committee. New chair is David Dye and a new member must be named.

- Student paper (Jeffrey Mitchem, Greg Waselkov, both present) (see reports in business meeting).

Discussion: Jeff Mitchem brought up the fact that the 2nd place winner this year had already won the 2nd place award a few years ago, so he already has a life membership in SEAC and a set of back issues. There was some discussion as to what to do—come up with some alternative prize, or just offer hearty congratulations. There was discussion about eliminating life membership as 2nd prize because Maney has capped our life memberships at 175 and we have already exceeded that number. We have to cover the cost of journals for any new life members. Paul stated that it isn’t clear what happens to the cap when there is a death of a life member. Paul Welch reminds us that we will have \$5000 per year in life fund interest that we can start spending. Ann C. and other suggested travel vouchers to the conference--of some sum, e.g. \$500, as alternative to the life membership. Patrick Livingood suggested divvying up the book prize between the winners. Ed Henry suggested a student poster award instead of a 2nd place paper prize. The board decided that no decision would be made at this time. The next student paper prize committee chair is Amber VanDerwarker; she and her committee members should discuss this issue and present findings at the mid-year meeting.

- Archives (Patrick Livingood, Pat Galloway, both present)

Pat states that cost of Hollinger boxes for paper archives and shipping won't cost very much. Pat will be working on directives for archiving digital records. Ann C. will be contacting former officers who have reported still possessing paper records to arrange transferring them to Pat at U Texas.

Other Old Business

- SEAC annual meetings update
 - 2015 Nashville (Kevin Smith, present). Kevin reports that hotel rates have doubled in Nashville since the convention center opened--\$289 per night. We were lucky to get \$189 per night for SEAC at the Double Tree hotel. There are lots of amenities nearby. There will be an exhibit of Mississippian stone statuary at a nearby museum. He has already raised funds for the conference from donations. He will talk to Karen Smith about setting up registration on the website soon.
 - Athens 2016
 - Tulsa 2017 (Tom Foster, not present)

The board is concerned about meeting the room block quota; that Greenville data were used in the estimate, which might not be fair. The Arkansas meeting in 2006 had a record low attendance and might offer better numbers for comparison. Jeff Mitchem mentioned that the Quapaws might be willing to subsidize some costs. There should be lots of interest from Native American groups. TR will ask Tom to tweak the numbers and resubmit the contract. See attached for more discussion: [committee reports\Tulsa discussion.docx](#)

- New Orleans 2018 (Chris Rodning, present)

Chris notes that the meeting will be expensive (at least \$175 per night), and October and November are peak times for visitors and planning is difficult since the Saints don't publish their schedule in advance. He has looked into the Hyatt Regency near the Superdome (not directly in the French Quarter. The Hilton and Westin Hotels on Canal Street are also possibilities. The SEAC board requested that Chris pursue these options are report back at the mid-year meeting in San Francisco.

- 2019—Karen Smith mentioned Savannah as a possibility.
- Charles Hudson Scholarship (Marvin Smith, Robbie Ethridge, Steve Kowaleski in attendance).

The proposal that was presented during the mid-year virtual meeting has been amended as requested but most board members tonight do not have a copy of the original for comparison or discussion. This will be tabled until documents can be circulated. The board will vote on the proposal through email.

NEW BUSINESS

- Gender issues surveys
 - Sexual Harassment Survey—(Maureen Meyers, present) See attached report: [committee reports\SEAC Sexual Harassment Survey.docx](#)

Discussion: Maureen also supplied a copy of IRB approval. What is the next step? Perhaps policies can be formulated to make harassment easier to report. Complaints from respondents included that lab work and CRM work was not represented in the survey. See business meeting report for more discussion.

- Gender publication survey (Dana Bardolph, present, with Amber VanDerwarker, not present).

Dana presented a Powerpoint show of the results of her survey. 36% of SEAC members responded to the survey. The breakdown of SEAC membership is 60% men, 40% women—but women publish much less in the journal. No further notes taken, as Bardolph plans to publish the results. Renee W. suggested that service committee work might account for lower publication rates by women (if more women than men serve on various committees); Pat G. mentioned that obtaining grants, or lack thereof will affect publication rates. Tom P. says that papers submitted for publication in SA have a good chance of being accepted—so fear of rejection shouldn't be a big issue.

- Treasurer's discussion--(see attached : [officer reports\treasurer\SEAC treas 2014 New Business.docx](#)

There are three issues to address:

First, Kandace says that Maney subscription rates are \$75, which doesn't include membership. So some individuals would get the journal, but not be members of SEAC. We (the board) apparently voted in favor of this last year. There is a link to SEAC membership on the Maney website, but it is not clearly indicated. She suggests the removal of the individual subscription option from their website and check our bylaws about published rates.

Second, Kandace proposes moving EMA funds (\$42,800 - this is separate from our \$38,480 money market account that we use for operating expenses) to a different set of mutual funds (Vanguard). Tom P. seconded the motion. Motion was passed unanimously. Further discussion: perhaps the funds could be combined with the life fund so that all investments would be together. Karen S. wonders if there would be a penalty involved in moving the funds. Kandace and Paul W. will be discussing the move and present findings at the mid-year meeting.

Third, we need to discuss what we might want to do with interest from the Life fund, now that we have roughly \$200K in that account. \$5000 is available to us right now. The Finance committee (Paul Welch, Al Goodyear, and Lynn Sullivan) suggested in 1996 that we invest the funds for 20 years and then make the decision about how to spend any interest.

Ed Henry discussed that there has been a shortfall in funds for SAC activities at SEAC meetings, such that they have had to do their own fund-raising for the events. The SAC would like to know if they can have a specified budget from SEAC each year. Note: SEAC Newsletter Spring

2011, page 12, it is mentioned that the SEAC board doesn't want the SAC to have to do its own fund-raising). President Kidder suggests that the SAC submit a budget and specific amount to the board for approval before each meeting.

Other ideas mentioned: awards for radiocarbon dates, travel grants, student scholarships.

- No other new business; meeting adjourned at 8:59PM.

SUMMARY OF 71st SEAC MEETING AS OF NOVEMBER 11, 2014 (SEAC EVE)

Charles Cobb

I. By the Numbers

As of the afternoon of Tuesday, November 11, we had 610 paying registrants for SEAC (this excludes a number of undergraduate volunteers from local colleges who received free registration). The numbers break down as follows:

169	Student member registrations
137	Student non-member registrations
250	Member registrations
54	Non-member registrations.
610	<i>Total</i>

This seems to be a robust pre-conference registration compared to years past. The combined student numbers in particular are gratifying since they represent half of the conference registrants.

II. Website Registration

The revamped website has worked great. We had very few glitches, and the program is able to aggregate key variables very easily. For example, we could pull out number of Saturday dinner registrants, number of people signed up for the Textile Tour, and so on very easily. Under the ‘trust but verify’ mantra, however, we did maintain a parallel excel sheet to double-check PayPal payments with peoples’ names and other odds and ends.

Next year’s organizers may want to revisit the very generous late registration deadline we used this year (late registration coincides with the beginning of the meeting). We have had a flurry of registration over the past week, it would have been nice to know earlier that this money was coming in. Further, it creates another logistical burden to produce name tags at the last second. We may want to consider moving the late deadline to a week before the meeting.

III. PayPal

We obtained a not-for-profit PayPal account this year, which saved us at least a little bit of money. We will need to work closely with next year’s organizers to transfer that over since it is currently tied to a bank account in Columbia, SC. If we can seamlessly effect this transfer, we may want to consider leaving \$2,000 in the account as the carryover seed money for next year. One issue we need to work out next year is the dilemma of one party paying on behalf of another—sometimes it is not clear who the actual registrant is if their company, partner, spouse, etc. makes the actual payment. As an aside, we still have numerous payments by check via regular mail (especially from Federal and State agencies). That tradition will be with us for awhile.

No major glitches to report at this point. Our post-mortem report will provide a more detailed blow by blow.

Respectfully submitted by,
Charles Cobb, Karen Smith, and Nena Rice

PRESIDENT'S REPORT

I am exceedingly pleased to report that SEAC continues to be in good shape in all respects. Our finances are sound, the journal is in great hands, the transition to Maney is going smoothly, the Newsletter is a wonder, and the meeting here in Greenville has been in all ways excellent.

There really are few major problems in the immediate future. The finances have “come around;” what looked a few years ago like a pending dues increase seems less urgent now. The Life Fund is doing remarkably well and our investments and accounts are in good hands thanks to Kandi and her helpers on the Investment Committee. We still don't have a handle on the fiscal effects of publishing with Maney and I and the Board agree that we should continue to be conservative with our fiscal decisions, at least until we have a few years of experience with Maney under our belts.

Tom Pluckhahn and Betsy Reitz have been working to make the transition to Maney as seamless as possible and all evidence indicates that things are going pretty smoothly. There are a few issues that have arisen, but I don't see that matters are in any serious doubt. I am very grateful to Tom and to Betsy for all of their hard work and dedication. This transition, which I am convinced will be for the better for all of the members, has been challenging and they have handled it with the utmost professionalism.

The Greenville meeting has been wonderful. My only wish is that I really could be in two places at one time. Future meeting planning is going well and we have contracts signed for Nashville in 2015 and Athens in 2016. Thomas Foster is working to bring us to Tulsa in 2017 and Chris Rodning is looking into New Orleans in 2018 and there is interest in Savannah in 2019. This is an exciting lineup and I look forward to seeing everyone at these future meetings.

We have a new Executive Board member—the Social Media Editor—to elect next year and until then Karen Smith has agreed to stay on in her temporary position as webmaster. We all owe Karen a big thank you for her work on the web, twitter, and conference registration organization.

And finally, I am pleased that over the last several years the Conference has engaged in a sustained and, I think, critical, discussion about sex and gender inequalities and the problems associated with these (including, of course, harassment). I don't expect that we can change the world immediately, but the Board has been supportive of the discussion. Greg will have something to say about this once he takes up his office but let me say that it is important to understand that as a community we understand that sexual violence is a crime and that sexual harassment is unacceptable and intolerable. My objective, the Board's objective, and I hope your objective, is to make SEAC a better organization for every member and I look forward to the day that surveys tell us that no one experiences these acts.

I want to close by reiterating a point I have made before. SEAC is a wholly volunteer organization and it runs on the goodwill of many, many people. The members of the Board

have been generous with their time and patience and I am excessively grateful for everything these folks do. Ann Cordell has been a great help and her organizational skills have been a lifesaver for me and for the Board and the entire membership. Tom and Betsy have undertaken the lion's share of duties involved in the Maney transfer. Phil Hodge almost single-handedly is responsible for the Newsletter and deserves hearty thanks and congratulations for his duties. Renee and Jane, and Robbie and Tanya before them, have been important voices in our decision making and have helped steer us through rocky waters. Kandi and Karen, Treasurer and Treasurer-emerita, respectively, have handled the finances exceptionally well and we find ourselves at the end of the Great Recession in better shape than before and in better shape than we probably had a reason to expect. Greg, of course, has been a voice of calm and reason and we can all appreciate that his leadership will continue to move SEAC forward on an even keel. I am also grateful for the many committee chairs who have served with dedication and whose efforts have made SEAC the vital and exciting organization it is. It has been a pleasure to serve as SEAC President and I thank all of you for the honor. Thank you.

SEAC SECRETARY'S REPORT

November 12, 2014

2014 Elections

The 2014 election had two components this year. One to elect new officers and the second to vote on proposed changes in our bylaws, related the establishing a new voting member of the SEAC Executive Board.

Officer election

Candidates for office in the 2014 SEAC election were: Jay Johnson and Chris Rodning for President-Elect; Tony Boudreaux for Secretary elect; and Ramie Gougeon and Janet Levy for Executive Officer II.

Successful candidates were Jay Johnson for President-Elect, Tony Boudreaux for Secretary-Elect, and Janet Levy for Executive Officer II. On behalf of the Executive Board, we wish to thank all of those who were willing to stand as candidates. We also wish to thank the members of the nominating committee (Cameron Wesson (Chair), Susan Alt, and Scott Hammerstedt), and SEAC webmistress Karen Smith, and Newsletter editor Phil Hodge for putting the election details on our website and in the Fall newsletter.

Vote on bylaws changes:

The SEAC Board had proposed that the position of Associate Editor (Webmaster) be elevated to an elected Officer and Board Member of SEAC, and renamed Social Media Editor (with the current Editor becoming known as Journal Editor). This change required a member vote to change our bylaws, which passed with almost 97% of voters for the proposed change.

Voting process

Again this year, voting was entirely electronic. Vote-Now handled electronic balloting, including 3 electronic email reminders (one *gratis*), each of which resulted in voting rate increases. The election ran very smoothly, due to the helpful and efficient Vote-Now staff. Total cost of the election was **\$1,340.83** (last year's cost was **\$1,192.22**). A printable ballot form, with mailing protocol, was posted on the SEAC web site for use by members who have email accounts but did not receive electronic ballots or that chose to mail or email their ballots. Only 2 members chose to mail ballots.

Voter turnout

433 members, or 46.7% of 927 total eligible voter codes cast ballots online. Two more members mailed their ballots to me, bringing voter turnout up to 46.9%. This is down from the nearly 54% turnout we had last year. I was personally hoping for 60% turnout and didn't even consider that it might decrease. This is personally very disappointing to me. We posted announcements about the election on the website, Twitter account, and in the Newsletter, but perhaps we were not explicit about the ballot appearing through email. It might be a good idea to enlist the SAC to post election announcements on its Facebook page, reminding student members about accessing the election ballot through email. We need to keep reminding members of the importance of keeping their email addresses updated. And to make sure their email server's spam prevention will allow our emails through.

We still have about 19 members who have not provided email addresses. Last year I recommend we publish the list in the newsletter to enlist help in obtaining emails, but I never followed through. Now I recommend we just mail an inquiry to these members to request email addresses. In the past, family and family life members could cast only one vote, which was counted twice. Prior to the election, we were able to get separate emails for spouses for 80% of these members, so each partner could vote independently. The votes cast by the 20% that didn't provide an additional email address were counted twice.

Despite the lower turnout this year, our VOTE-NOW contact assures me that our membership is very engaged; that most organizations they work with are lucky if voter turnout is 20%. He applauds SEAC members for their obvious commitment to our organization. But, still, we should do better than this year's showing!

Voter comments

Twelve voter comments were received during the course of the election. They generally praised the electronic balloting system as bone-head simple. Two commented on the excellent slate of candidates. One voter asked why there was only one woman on the ballot. Two pointed out the typo in the bylaws corrections. One voter commented that last year's voter turnout of 54% was low. One voter thought the wording of the bylaws changes was unclear.

Next year's election. In 2015 we will need to elect a Treasurer-elect and Executive Officer I and Social Media Editor.

Nominating committees. Regarding the comment about gender, perhaps only one woman agreed to stand for office. We should remind members that any member can suggest potential nominees to the nominating committee, including themselves.

Public Outreach Grant Committee Liaison

I serve as Executive Committee liaison of the Public Outreach Grant Committee. I have an advisory role but am no longer an active member—i.e. I do not read the proposals or participate in the discussions and voting process. The call for grant submissions for the 2014 grant cycle was posted on the website under announcements and the Fall Newsletter. Further activities will be reported by the committee chair.

Archives committee

I also serve as Executive Committee liaison of the Archives committee. Earlier this year I shipped 3 boxes of paper records to Pat Galloway, who arranged for UTexas students to rehouse in archival materials and ship to the NAA. I propose we start following up on initiatives proposed by the committee last year, starting with contacting the former officers who responded to the survey as still having paper files in their possession. We need to request they ship their materials either to me or directly to Pat Galloway, and we may need to agree to cover mailing costs.

We may need to name a new chair for this committee and thank Patrick Livingood for his diligent service.

Other Activities

Besides handling minutes and general correspondence I also help compile reports and blurbs about calls for nominations, nominating committees, etc. to send to Phil Hodge for inclusion in the Newsletter.

It has been a privilege and pleasure to serve as SEAC secretary.

Respectfully submitted,

Ann S. Cordell

SEAC Secretary

Fall 2014 Treasurer's Report, submitted by Kandi Hollenbach

SEAC continues to be in solid financial shape. At the end of the Fiscal Year, SEAC had \$43,759.45 in the Merrill Lynch Money Account. The Merrill Lynch Mutual Fund gained \$3,713.44 so far this fiscal year, closing at \$43,161.65, leaving a net gain of \$13,601.17 across the Merrill Lynch accounts.

Since Nov. 1, 2013, SEAC has received \$51,057.16 in revenue, mostly in membership dues, but also including a transfer of \$7000 from the SEAC Life Fund to cover the cost of website development; over \$6000 in revenue from last year's meeting in Tampa, and a 2013 JSTOR royalty check for over \$3000 that was received during the 2014 fiscal year. SEAC has had \$35,777.67 in expenses, including \$4,745 toward the development of our new website. The result is a net GAIN of \$15,279.49 in the Operating Account.

Two dues notices were emailed this year, one in January, and one in May, associated with the launching of the new website. As you all have noticed by now, the new website includes a membership database that makes the Treasurer's job significantly easier – now the burden of checking and updating mailing addresses lies on the members. As most of you also noticed, in order to submit an abstract online for the conference, presenters needed to have an active membership login and password. So we should no longer have presenters who had not paid their membership dues. Another benefit of the new system is that both family members can now have separate logins, and therefore separate ballot votes.

As of Oct. 31, 2014, membership stands at 1007, which is an increase of 39 over last year, and probably due in large part to the required member login for abstract submission. This figure includes 172 new memberships. Student membership is strong with 208 student members, making up roughly 20% percent of the voting membership.

Members who renewed or joined after July 17 will receive the 2014 summer issue of *Southeastern Archaeology* by the end of the year, but will receive the 2014 winter issue on time with the regular mailing.

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Membership Totals	2007	2008	2009	2010	2011	2012	2013	2014
Life	138	140	145	149	152	148	153	155
Life Family	31	32	32	32	32	32	32	30
Regular	509	541	421	413	448	446	476	502
Student	150	194	157	191	224	203	194	208
Family	46	34	25	25	32	28	19	22
Institution	87	90	79	77	73	72	71	67
Complimentary	24	24	24	24	24	24	23	23
	985	1055	883	911	985	953	968	1007

New Members	2007	2008	2009	2010	2011	2012	2013	2014
Regular	47	73	50	38	43	44	49	85
Student	53	83	49	87	111	85	56	83
Family	2	2	4	4	3	1	0	3
Institution	1	1	0	1	0	2	3	1
	103	159	103	130	157	132	108	172

Fall 2014 Treasurer's Report, submitted by Kandi Hollenbach

DRAFT

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Two dues notices were emailed this year, one in January, and one in May, associated with the launching of the new website. The new website makes the Treasurer's job much easier – big thanks to Karen Smith and our developer, Steve White, for all their hard work on it. There have been a few minor glitches, but hopefully those will all smooth out as we all get used to the new system.

As of Oct. 31, 2014, membership stands at 1007, which is an increase of 39 over last year, and probably due in large part to the fact that you needed a member login in order to submit an abstract for the meeting. This figure includes 172 new memberships. Student membership is strong with 208 student members, making up 21% percent of the voting membership.

The SEAC Life Fund also continues to do well, under the guidance of Paul Welch and the other members of the Investment Committee - Al Goodyear and Lynne Sullivan. The Life Fund registered a healthy gain this year, with the balance up from \$176,346.39 at the end of FY 2013 to the current value of \$195,219.07. Not including \$500 from a new Life membership payment, the Life fund earned \$18,372.68, a 10.4% return on investment. The \$18,372.68 figure is the maximum that the Board could withdraw from the Life Fund during FY 2015.

Asset Allocation - Moderate

Risk Category: IV

Strategy Code: IGX

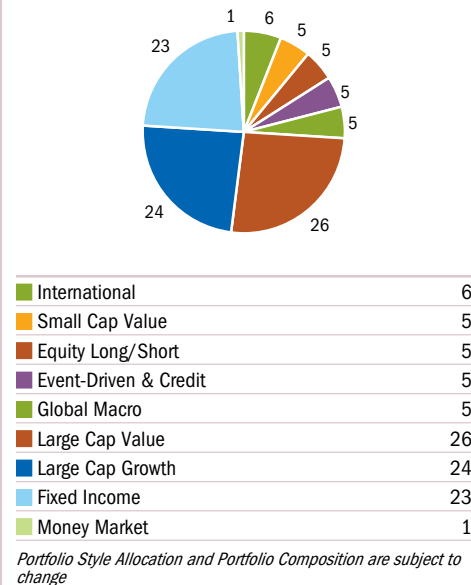
Overview

The target allocation for the Moderate strategy is approximately 63% equity and 37% fixed-income. Money market funds may also be used. The strategy's primary goal is capital appreciation. The economic sector allocations, international exposure and fund selections reflect the aggressiveness of the strategy. Equity funds may be allocated across all market capitalizations, investment styles and international markets. Similarly, the fixed income portion of the strategy may be allocated among fixed income funds with various investment styles (maturity, credit quality, etc.) to provide appropriate diversification. Furthermore, fixed-income assets may be allocated to higher risk bond funds investing in lower quality bonds or international bonds. The MFA Portfolio Management Team considers mutual funds from a wide variety of fund families for this strategy.

Market Commentary

The S&P 500 ended the third quarter up 1.1%, but pulled back from an all-time high of 2,011. Health Care was the best-performing sector for the quarter with a gain of over 5%. Energy, the worst performer, declined more than 8% on a total return basis, giving back most of its gains in Q2. Japanese equities led the rally in Q3, gaining 5.8% during the quarter in yen terms, after spending the first half of the year in negative territory. However, the U.S. is still the best performing country for the year-to-date, up 8.3%. Bond performance was mixed in Q3, with the ML US Broad Market Index up 0.3% for the quarter. While 30- year Treasuries were up 3.3%, risk assets sold off, as high yield bonds fell 1.9% and Emerging Market debt was down 1.3%. Inflation expectations were pared back, and Treasury Inflation Protected Securities (TIPS) dropped 2.1% following their strong rally in the first half.

Portfolio Style Allocation (%) As of September 30, 2014
Asset Class/Style **Allocation(%)**



Portfolio Composition As of September 30, 2014
Fund Name **Allocation (%)**

Mainstay Large Cap Growth	18.0
Pioneer Strategic Income Fund	13.0
BlackRock Equity Dividend	10.0
MFS Value	10.0
Dreyfus Appreciation	6.0
Ivy Asset Strategy	6.0
J Hancock Classic Value	6.0
Eaton Vance Floating Rate	5.0
JP Morgan Strategic Income Opportunities	5.0
Marketfield	5.0
Permanent Portfolio	5.0
Prudential Short-Term Corp Bond	5.0
Wells Fargo Small Cap Value	5.0
Money Market	1.0

Style Index: 23.5% Large Cap Value Funds, 23.5% Large Cap Growth Funds, 3% Small Cap Value Funds, 3% Small Cap Growth Funds, 10% International Equity Funds, 25% Intermediate U.S. Government Funds, 12% Corporate Debt A-Rated Funds. See back page for more information about Style Index.

Total Returns (%) September 30, 2014	Q314	YTD	1YR	3YR	5YR	7YR	Since Inception	Inception Date
Gross Performance								
Asset Allocation - Moderate (IGX)	(1.0)	2.7	9.4	12.8	8.9	4.2	6.1	04/01/2005
Net Performance (after the deduction of the maximum advisory fee of 2.0%)								
Asset Allocation - Moderate (IGX)	(1.5)	1.1	7.2	10.5	6.8	2.2	4.0	04/01/2005
Style Index	(0.7)	3.8	9.8	13.3	9.6	4.6	5.7	04/01/2005

All performance results assume reinvestment of all distributions, reflect realized and unrealized gains and losses, and include fees and expenses of the mutual funds held.

Calendar Year Performance (%) September 30, 2014	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	YTD	Q314
Gross Performance												
Asset Allocation - Moderate (IGX)	N/A	N/A	11.4	9.8	(26.9)	23.2	10.6	(0.9)	11.2	17.7	2.7	(1.0)
Net Performance (after the deduction of the maximum advisory fee of 2.0%)												
Asset Allocation - Moderate (IGX)	N/A	N/A	9.2	7.6	(28.3)	20.8	8.4	(2.9)	9.0	15.3	1.1	(1.5)
Style Index	N/A	N/A	8.9	6.0	(26.1)	21.7	12.0	0.1	11.5	18.0	3.8	(0.7)

Initial calendar year results not shown for periods less than four quarters.

Asset Allocation - Moderate

Risk Category: IV

Strategy Code: IGX

Merrill Lynch makes available to its clients mutual funds and other investment products sponsored, managed and/or distributed by affiliates of: Bank of America Corporation ("BAC"). These related funds and products may be branded as BofA Global Capital Management, Banc of America, Merrill Lynch or such other brand names as may be used by the related provider companies from time to time. The Mutual Fund Advisor (MFA) Program is a discretionary investment advisory service that offers customized portfolios of mutual funds, managed by a team of portfolio managers, based on the specific investment strategy selected. For a full description of the Merrill Lynch MFA Program, including fees and expenses, see the Client Agreement and the MFA Program Disclosure Statement.

The performance results shown represent a composite of all unconstrained, MFA accounts with over \$2,000 in assets managed in accordance with this strategy for at least one full quarter. Investment in this strategy involves risk. Prior to selecting or changing an MFA investment strategy, clients are advised to discuss their investment objectives and risk tolerance with their Financial Advisor. Gross Performance results do not reflect the deduction of Program fees. Gross Performance (as well as Net Performance) results include the fees and expenses of mutual funds held. Net Performance results reflect the deduction of the maximum Program fee of 2.0%. The net Program fee equals the maximum of 2.5% annual gross Program fee less the minimum credit of 0.50%.

The performance of, and mutual funds held in, individual accounts will generally vary from information summarized here due to timing of enrollment in the MFA Program, the timing of investments made for the account, market conditions, individualized investment decisions, account objectives and restrictions, and other factors. **Past performance does not guarantee or indicate future results.** A complete list of holdings for the preceding year is available on request.

The Style Index is a benchmark constructed by the MFA Investment Management Team using Lipper Fund Classification Averages. The Lipper Fund Classification Averages measure the average performance of all funds within each Lipper-defined fund classification group. The Style Index is calculated by weighting the monthly return for the respective Lipper Average according to indicated percentage allocations and summing each Lipper Average weighted return to form the Style Index return. The monthly averages are geometrically linked. Each Lipper Average reflects a blending of the returns of all share classes offered by each fund included in the average. If the Style Index had only included the returns of the MFA-eligible share classes, the Style Index returns may have been higher than those shown. The use of monthly linking may result in returns that differ from the published Lipper quarterly returns. The Style Index is intended to provide a relevant market comparison to the performance of the investment strategy. Style Index performance results reflect realized and unrealized gains and losses, and assume the reinvestment of dividends, interest and/or capital gains and include the expenses of the mutual funds held. Style Indexes are unmanaged, and it is not possible to invest directly in a Style Index.

Style Indices are subject to change and have changed since the inception of several of the MFA Investment Strategies. The historical list of the Style Indices used for each MFA Investment Strategy is available on request. Total returns and calendar year performance of the Style Index for each of the periods shown have not been recalculated based on the current allocation for the Style Index, where such allocation

has changed over time.

Mutual funds included in the portfolio should not be considered recommendations or solicitations with respect thereto and may not have been, nor in the future be, profitable. All investments carry risk, including the risk of losing some or all of the amount invested. Investing in bond funds carries certain risks, including credit risk (issuer default), interest rate risk, and inflation risk. Investing in non-investment grade bonds is subject to great risk of loss of income and principal than investing in securities in higher rating categories. Investing in smaller companies typically has a higher risk of failure and historically has experienced a greater degree of market volatility than average. Investing in a portfolio of foreign securities involves special considerations, including foreign currency risks and the possibility of substantial volatility due to adverse political, economic or other developments. In addition, commodities contain heightened risk including market, political, regulatory, and natural conditions, and may not be suitable for all investors.

Certain investments may be classified as alternative investments. Alternative investments are intended to generate returns that are not highly correlated to traditional, long-only stock and bond funds. These may include investments in asset classes such as commodities and real estate, as well as investments in non-traditional funds ("NTFs"). NTFs are investments such as mutual funds and exchange-traded funds ("ETFs") that we classify as alternative investments because of the investment strategies used and/or the alternative asset exposure they provide. Though stocks and bonds may be held in NTFs, they may also hold other asset classes and may use short selling, leverage and derivatives. The strategies employed by NTFs are often used by hedge funds and other alternative investment vehicles. In addition, Merrill Lynch believes that these investment vehicles can provide diversification benefits to a traditional stock and bond portfolio.

Merrill Lynch may classify these investments, including NTFs, as 'Alternative Investments' on your asset allocation reporting because we believe that may be a more accurate characterization of the risk/return attributes of these investments than classifying them as equity and/or debt. It is important to note that because NTFs are registered under the Investment Company Act of 1940 (the "40 Act"), they are subject to certain strategy and portfolio restrictions imposed by the '40 Act, which cause them to be an imperfect alternative investment fund substitute.

For a current prospectus of any of the mutual funds available through the MFA program, which contains more complete information, please contact your Financial Advisor. Before investing, carefully consider the investment objectives, risks, and charges and expenses of the funds in which the strategy currently invests. This and other information may be found in each fund's prospectus. Read the prospectus carefully before you invest.

Merrill Lynch, Pierce, Fenner & Smith Incorporated is a registered broker-dealer and a wholly-owned subsidiary of Bank of America Corporation.

Investment Products:

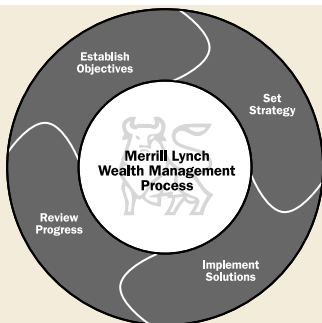
Are Not FDIC Insured	May Lose Value	Are Not Bank Guaranteed
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Performance Report

Prepared exclusively for:
SE ARCHAEOLOGICAL CONFERENCE

April 15, 2014

Matthew P. O'Neill
850-434-7057



The Merrill Lynch Wealth Management Process

The Wealth Management Process offers brokerage advice as part of the "Merrill Lynch Wealth Management" offering of financial services. This analysis is one of the brokerage reports available through the Wealth Management Process. It provides you with a detailed review of your investment strategy, including current financial positions, asset allocation and investment performance. In conjunction with a financial advisor's advice, this report can help you make informed investment decisions in order to reach your financial objectives. Merrill Lynch offers brokerage, investment advisory and other services. For more information about any of these services and their differences, including the type of advice and assistance offered, see your Financial Advisor.

Account List



As of Close of Business: 04/14/2014

Bank of America Corporation

Merrill Lynch					
Account Number/NickName	Account Title	Credit Type	Account Registration	Market Value(\$)	% of Total
774-04004	SE ARCHAEOLOGICAL CONFERENCE KANDACE R HOLLENBACH 1121 VALE VIEW RD KNOXVILLE TN 37922-5997	Cash	ENDOWMENT	89,957	100.00
Total				89,957	100

Unless otherwise indicated, investment accounts are held at Merrill Lynch, Pierce, Fenner & Smith Incorporated, Member SIPC. Bank deposits are held at the Bank of America, N.A. and affiliated banks or other depository institutions and are covered by FDIC insurance up to applicable limits. Bank deposits are not protected by SIPC.

Banking products are provided by Bank of America, N.A. and affiliated banks, Members FDIC and wholly owned subsidiaries of Bank of America Corporation.

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Investment products, insurance and annuity products:

Are Not FDIC Insured	Are Not Bank or State Guaranteed	May Lose Value
Are Not Deposits	Are Not Insured by Any Federal Government Agency	Are Not a Condition to Any Banking Service or Activity

MLPF&S, Bank of America, N.A., and Merrill Lynch Life Agency Inc. are wholly owned subsidiaries of BAC. MLPF&S is a registered broker-dealer, Member SIPC and wholly owned subsidiary of BAC.

MLPF&S makes available investment products sponsored, managed, distributed or provided by companies that are affiliates of BAC or in which BAC has a substantial economic interest, including BofA™ Global Capital Management.

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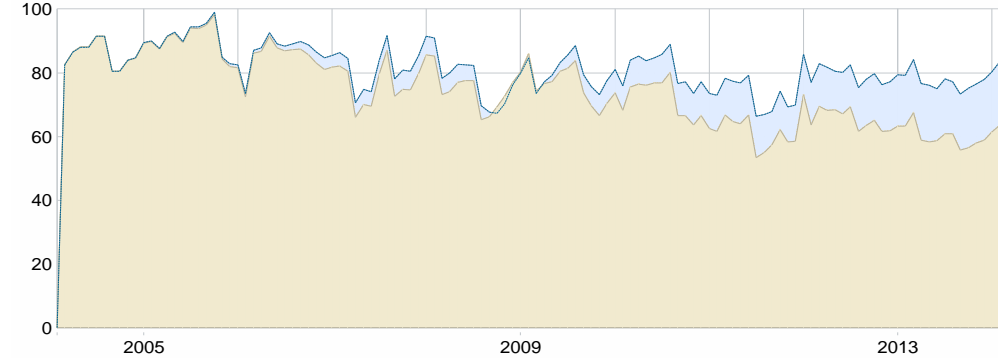
Total Portfolio Review

Performance period: 03/01/2004 to 03/31/2014

Investment Earnings and Cash Flows

Total Market Value --- Opening Balance +/- Contributions/(Withdrawals)

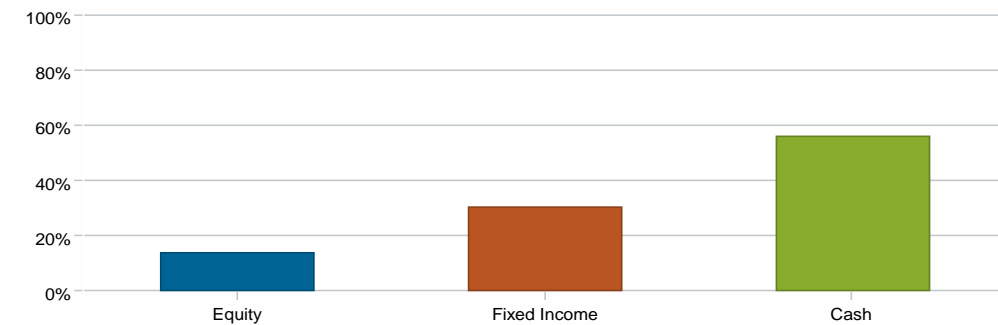
\$ in Thousands



\$	Prior 3 Months	Prior 12 Months	Entire Period
Opening Balance	77,964	84,198	0
Contributions/(Withdrawals)	6,260	(2,512)	65,090
Interest/Dividends	255	1,490	15,927
Appreciation/(Depreciation)	952	2,255	4,414
Closing Balance	85,431	85,431	85,431

Asset Allocation

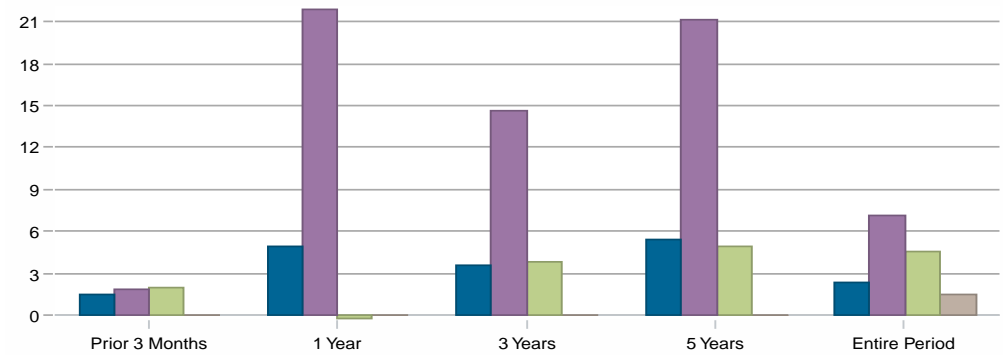
As of Close of Business: 04/14/2014



Current Holdings		
Asset Class	Amount(\$)	Percent(%)
Equity	12,244	13.61
Fixed Income	27,139	30.17
Cash	50,557	56.21
SubTotal	89,940	100.00
Other	17	
Total	89,957	

Annualized Performance

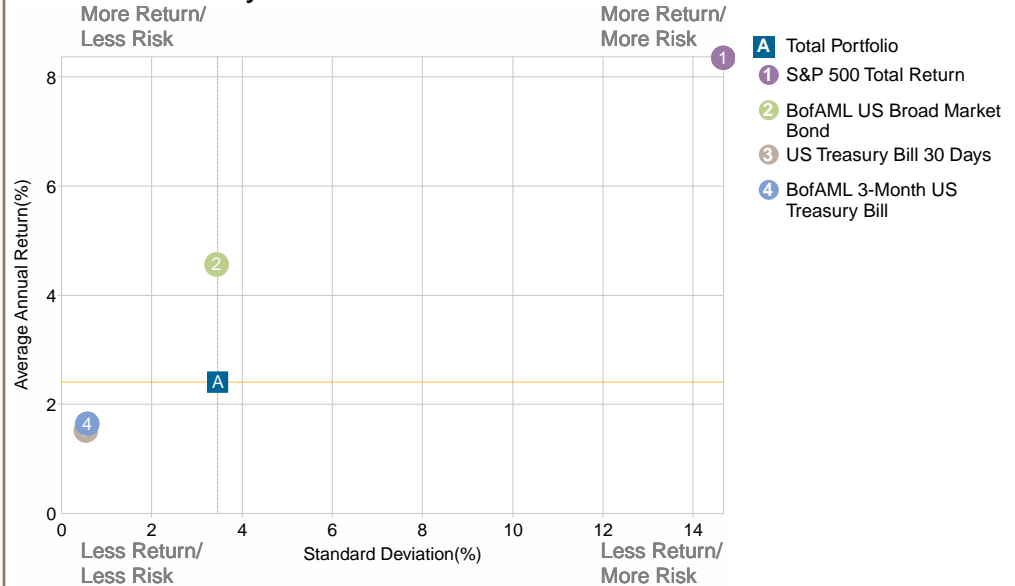
Return(%)



(%)	Prior 3 Months	1 Year	3 Years	5 Years	Entire Period
Total Portfolio	1.46	4.93	3.63	5.40	2.35
S&P 500 Total Return	1.81	21.86	14.66	21.16	7.19
BofAML US Broad Market Bond	1.94	(0.23)	3.79	4.92	4.51
US Treasury Bill 30 Days	0.01	0.03	0.04	0.06	1.52

Returns for periods longer than one year are annualized.

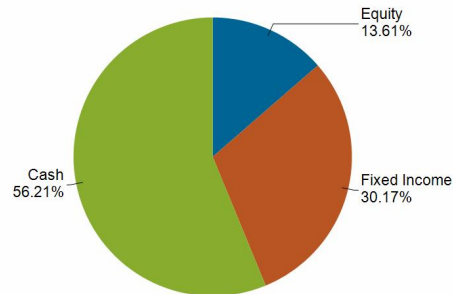
Risk vs. Return Analysis



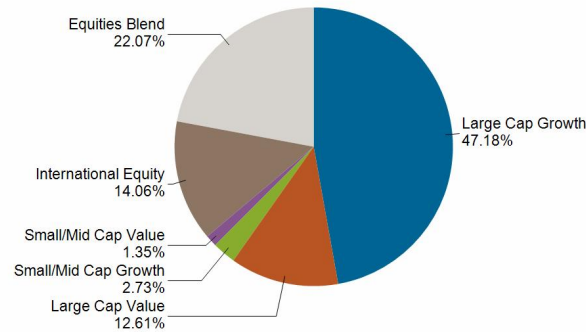
Asset Allocation Overview

As of Close of Business: 04/14/2014

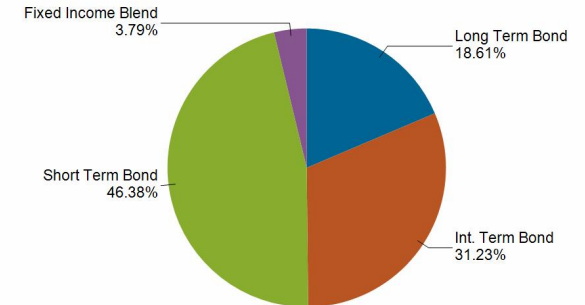
Asset Allocation



Equity Size and Style



Fixed Income



Asset Class	Market Value(\$)	% of Total	Size & Style	Market Value(\$)	% of Total	Maturity	Market Value(\$)	% of Total
Equity	12,244	13.61	Large Cap Growth	5,777	47.18	Long Term Bond	5,050	18.61
Fixed Income	27,139	30.17	Large Cap Value	1,544	12.61	Int. Term Bond	8,475	31.23
Cash	50,557	56.21	Small/Mid Cap Growth	334	2.73	Short Term Bond	12,586	46.38
Subtotal	89,940	100.00	Small/Mid Cap Value	165	1.35	Fixed Income Blend	1,028	3.79
Other	17		International Equity	1,721	14.06	Total	27,139	100.00
Total	89,957		Equities Blend	2,702	22.07			
			Total	12,244	100.00			

Account Summary

Account	Account Type/Manager	Market Value(\$)	% of Total
774-04004	ENDOWMENT	89,957	100.00
Total		89,957	100.00

Top Holdings (Based on Market Value)

Security Description	Quantity	Price(\$)	Market Value(\$)	% of Total
ML BANK DEPOSIT PROGRAM	47,664	1.00	47,664	52.99
LOOMIS SAYLES STRATEGIC INCOME FUND CLASS C	2,510	16.85	42,293	47.01
Total			89,957	100.00

Asset Class Performance and Allocation: Yearly



Bank of America Corporation

Performance period: 03/01/2004 to 03/31/2014

Period	Allocation(%)							ROR(%)						
	Equity	Fix Inc	Cash	Alt Inv	Bal Inv	Annuities	Other	Equity	Fix Inc	Cash	Alt Inv	Bal Inv	Annuities	Other
2014	--	49.51	50.49	--	--	--	--	--	2.93	0	--	--	--	--
2013	--	52.70	47.30	--	--	--	--	--	10.09	0.01	--	--	--	--
2012	--	48.28	51.72	--	--	--	--	--	12.68	0.03	--	--	--	--
2011	--	47.41	52.59	--	--	--	--	--	2.54	0.05	--	--	--	--
2010	--	41.84	58.16	--	--	--	--	--	12.65	0.05	--	--	--	--
2009	--	36.94	63.06	--	--	--	--	--	38.23	0.05	--	--	--	--
2008	--	27.13	72.87	--	--	--	--	--	(23.75)	0.23	--	--	--	--
2007	--	31.80	68.20	--	--	--	--	--	6.51	1.14	--	--	--	--
2006	--	30.01	69.99	--	--	--	--	--	4.35	1.33	--	--	--	--
2005	--	29.52	70.48	--	--	--	--	--	0.79	0.97	--	--	--	--
2004	--	29.31	70.69	--	--	--	--	--	0.63	0.20	--	--	--	--

Note that various factors, including unpriced securities and certain adjustments, holdings or activity may cause report results to differ from actual performance. Report results may also differ from results reported by other Merrill Lynch services. Past performance does not guarantee future results.

Relative Performance - Portfolio: Yearly

Performance period: 03/01/2004 to 03/31/2014

Period	ROR(%)		SPTR(%)		US00(%)		TBILLS30(%)		
	Year	Cum	Year	Cum	Year	Cum	Year	Cum	
2014	1.46	26.34	1.81	101.44	1.94	55.99	0.01	16.45	
2013	4.92	24.52	32.39	97.86	(2.25)	53.01	0.02	16.44	
2012	5.36	18.68	16.00	49.46	4.53	56.53	0.06	16.41	
2011	0.66	12.64	2.11	28.84	7.80	49.75	0.04	16.34	
2010	4.34	11.91	15.06	26.17	6.80	38.92	0.11	16.30	
2009	10.46	7.25	26.46	9.66	6.12	30.07	0.10	16.17	
2008	(8.95)	(2.91)	(37.00)	(13.29)	4.53	22.57	1.68	16.06	
2007	2.50	6.64	5.49	37.63	6.97	17.26	4.65	14.14	
2006	3.11	4.04	15.79	30.46	4.37	9.62	4.80	9.06	
2005	0.76	0.90	4.91	12.67	2.55	5.03	2.98	4.07	
2004	0.14	0.14	7.39	7.39	2.42	2.42	1.05	1.05	

With respect to performance shown, various factors, including unpriced securities, and certain adjustments, holdings or activity may cause report results to differ from actual performance. Report results may also differ from results reported by other Merrill Lynch services. Past performance does not guarantee future results.

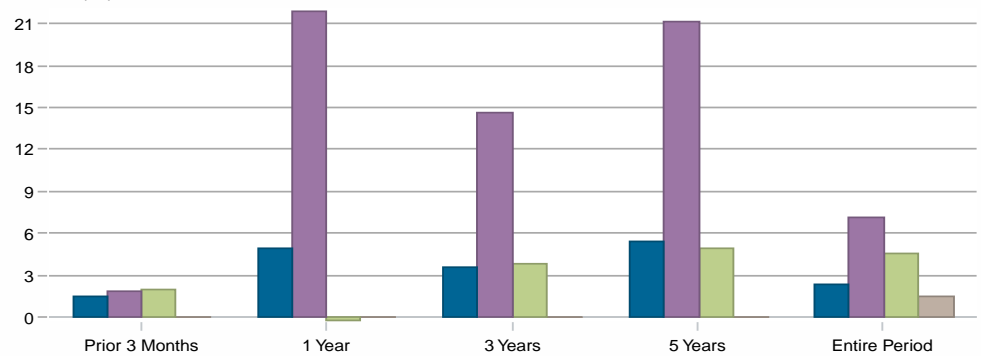
Reference Indices are included in this report as a general source of information regarding the performance of various types of investments. Allocation models and Indices should not be used to benchmark the performance of a specific account or portfolio. Your Financial Advisor can provide further information regarding the particular allocation models and Indices shown, including how the composition of an index compares to the composition of your account or portfolio.

SPTR = S&P 500 Total Return, US00 = BofAML US Broad Market Bond, TBILLS30 = US Treasury Bill 30 Days

Custom Portfolio Review

Annualized Performance
Return(%)

Performance period: 03/01/2004 to 03/31/2014



(%)	Prior 3 Months	1 Year	3 Years	5 Years	Entire Period
Total Portfolio	1.46	4.93	3.63	5.40	2.35
S&P 500 Total Return	1.81	21.86	14.66	21.16	7.19
BofAML US Broad Market Bond	1.94	(0.23)	3.79	4.92	4.51
US Treasury Bill 30 Days	0.01	0.03	0.04	0.06	1.52

*Returns for periods longer than one year are annualized.

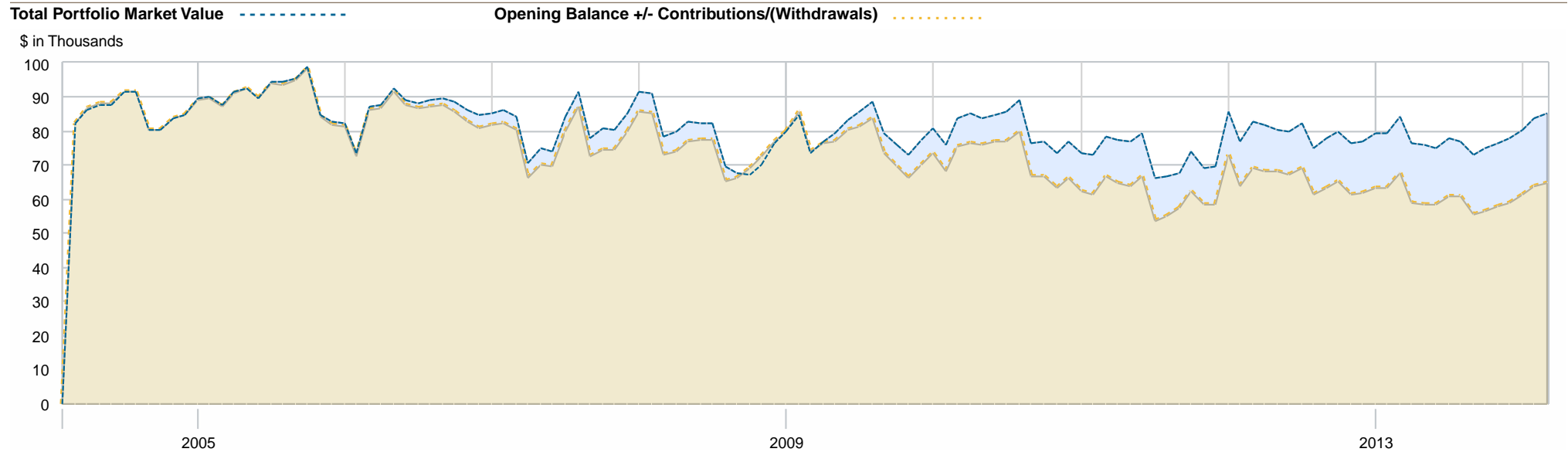
Performance by Asset Class: Yearly

Performance period: 03/01/2004 to 03/31/2014

Asset Class(%)	2011	2012	2013	2014	Cumulative Performance
Equity	--	--	--	--	--
Fixed Income	2.54	12.68	10.09	2.93	75.23
Cash	0.05	0.03	0.01	0.00	4.13
Alternative Investments	--	--	--	--	--
Balanced Investments	--	--	--	--	--
Annuities	--	--	--	--	--
Other	--	--	--	--	--
Total Portfolio	0.66	5.36	4.92	1.46	26.34
Indices					
S&P 500 Total Return	2.11	16.00	32.39	1.81	101.44
BofAML US Broad Market Bond	7.80	4.53	(2.25)	1.94	55.99
US Treasury Bill 30 Days	0.04	0.06	0.02	0.01	16.45

Portfolio Cash Flows and Performance: Yearly

Performance period: 03/01/2004 to 03/31/2014



Categories	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Entire Period
Opening Balance (\$)	84,774	82,855	84,696	85,522	76,380	77,559	77,165	69,839	77,296	77,964	0
Contributions/(Withdrawals) (\$)	(2,615)	(934)	(1,332)	(2,669)	(6,628)	(3,891)	(8,059)	3,316	(3,001)	6,260	65,090
Interest/Dividends (\$)	1,238	2,181	2,012	1,855	1,389	1,539	1,813	1,636	1,555	255	15,927
Appreciation/(Depreciation) (\$)	(542)	594	147	(8,329)	6,418	1,959	(1,080)	2,505	2,113	952	4,414
Closing Balance (\$)	82,855	84,696	85,522	76,380	77,559	77,165	69,839	77,296	77,964	85,431	85,431
Time Weighted Return (%)	0.76	3.11	2.50	(8.95)	10.46	4.34	0.66	5.36	4.92	1.46	26.34
Reference Indices (%)											
S&P 500 Total Return	4.91	15.79	5.49	(37.00)	26.46	15.06	2.11	16.00	32.39	1.81	101.44
BofAML US Broad Market Bond	2.55	4.37	6.97	4.53	6.12	6.80	7.80	4.53	(2.25)	1.94	55.99
US Treasury Bill 30 Days	2.98	4.80	4.65	1.68	0.10	0.11	0.04	0.06	0.02	0.01	16.45

Performance by Account: Yearly



Performance period: 03/01/2004 to 03/31/2014

Bank of America Corporation

Account Reference Index	Account Type / Manager	Performance Date Range	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	Cumulative Performance
774-04004	ENDOWMENT	03/01/2004 to 03/31/2014	0.76	3.11	2.50	(8.95)	10.46	4.34	0.66	5.36	4.92	1.46	26.34
Total Portfolio		03/01/2004 to 03/31/2014	0.76	3.11	2.50	(8.95)	10.46	4.34	0.66	5.36	4.92	1.46	26.34

All values displayed on this report are in percent.

Time Weighted Rate of Return by Period: Yearly

Performance period: 03/01/2004 to 03/31/2014

Bank of America Corporation

Period	Opening Balance(\$)	Contributions/ (Withdrawals)(\$)	Interest/ Dividends(\$)	Appreciation/ (Depreciation)(\$)	Closing Balance(\$)	ROR Period(%)	ROR Cum(%)
2014	77,964	6,260	255	952	85,431	1.46	26.34
2013	77,296	(3,001)	1,555	2,113	77,964	4.92	24.52
2012	69,839	3,316	1,636	2,505	77,296	5.36	18.68
2011	77,165	(8,059)	1,813	(1,080)	69,839	0.66	12.64
2010	77,559	(3,891)	1,539	1,959	77,165	4.34	11.91
2009	76,380	(6,628)	1,389	6,418	77,559	10.46	7.25
2008	85,522	(2,669)	1,855	(8,329)	76,380	(8.95)	(2.91)
2007	84,696	(1,332)	2,012	147	85,522	2.50	6.64
2006	82,855	(934)	2,181	594	84,696	3.11	4.04
2005	84,774	(2,615)	1,238	(542)	82,855	0.76	0.90
2004	0	84,642	453	(322)	84,774	0.14	0.14
Total	0	65,090	15,927	4,414	85,431		26.34

Note that various factors, including unpriced securities, and certain adjustments, holdings or activity may cause report results to differ from actual performance. Report results may also differ from results reported by other Merrill Lynch services. Past performance does not guarantee future results.

Time Weighted Rate of Return by Account: Yearly



Performance period: 03/01/2004 to 04/14/2014

Bank of America Corporation

Period	Opening Balance(\$)	Contributions/ (Withdrawals)(\$)	Interest/ Dividends(\$)	Appreciation/ (Depreciation)(\$)	Closing Balance(\$)	ROR Period(%)	ROR Cum(%)
774-04004	0	69,696	15,927	4,334	89,957		26.24
2014	77,964	10,866	255	872	89,957	1.38	26.24
2013	77,296	(3,001)	1,555	2,113	77,964	4.92	24.52
2012	69,839	3,316	1,636	2,505	77,296	5.36	18.68
2011	77,165	(8,059)	1,813	(1,080)	69,839	0.66	12.64
2010	77,559	(3,891)	1,539	1,959	77,165	4.34	11.91
2009	76,380	(6,628)	1,389	6,418	77,559	10.46	7.25
2008	85,522	(2,669)	1,855	(8,329)	76,380	(8.95)	(2.91)
2007	84,696	(1,332)	2,012	147	85,522	2.50	6.64
2006	82,855	(934)	2,181	594	84,696	3.11	4.04
2005	84,774	(2,615)	1,238	(542)	82,855	0.76	0.90
2004	0	84,642	453	(322)	84,774	0.14	0.14

Note that various factors, including unpriced securities, and certain adjustments, holdings or activity may cause report results to differ from actual performance. Report results may also differ from results reported by other Merrill Lynch services. Past performance does not guarantee future results.

Security Performance - Market Data: Yearly



Bank of America Corporation

Performance period: 09/2006 to 04/2014

Security	Security Description	% of Total	Performance Date Range	2006	2007	2008	2009	2010	2011	2012	2013	2014	Entire Period
Mutual Funds													
NECZX	LOOMIS SAYLES STRATEGIC INCOME FUND CLASS C	47.01	09/2006 to 04/2014	3.93	6.51	(23.75)	38.27	12.68	2.56	12.70	10.11	3.34	72.94
Data Not Available for Select Securities		52.99											
				2006	2007	2008	2009	2010	2011	2012	2013	2014	Entire Period
Index													
S&P 500 Total Return				9.45	5.49	(37.00)	26.46	15.06	2.11	16.00	32.39	--	--
BofAML US Broad Market Bond				2.11	6.97	4.53	6.12	6.80	7.80	4.53	(2.25)	--	--
US Treasury Bill 30 Days				1.64	4.65	1.68	0.10	0.11	0.04	0.06	0.02	--	--

% of Total is as of 04/14/2014. All numeric values in this report are percentage based.

This report is designed to assist you in the evaluation of certain securities in your portfolio. Please contact your Financial Advisor if you have any questions regarding the information contained in this report.

Underlying performance data used in generating this report has been obtained from a third party market data provider and, although believed to be reliable, has not been independently verified and its accuracy or completeness cannot be guaranteed. No representation is made with respect to the accuracy, completeness or timeliness of this document. Some securities in your portfolio may not be included in this report due to lack of data availability.

This report contains useful information about the securities in your portfolio and certain market indexes. The return information for the securities and market indexes reflect time weighted rates of return. The returns shown are based on full calendar month of performance during which the original purchase was made, regardless if the securities were not held for the entire month. Returns reflect market appreciation or depreciation and the reinvestment of capital gains, dividends, interest and other income and may reflect certain transaction costs. The aggregated performance of the individual securities shown in this report may not reflect the performance for your total portfolio due to certain activity which is not used in generating this report.

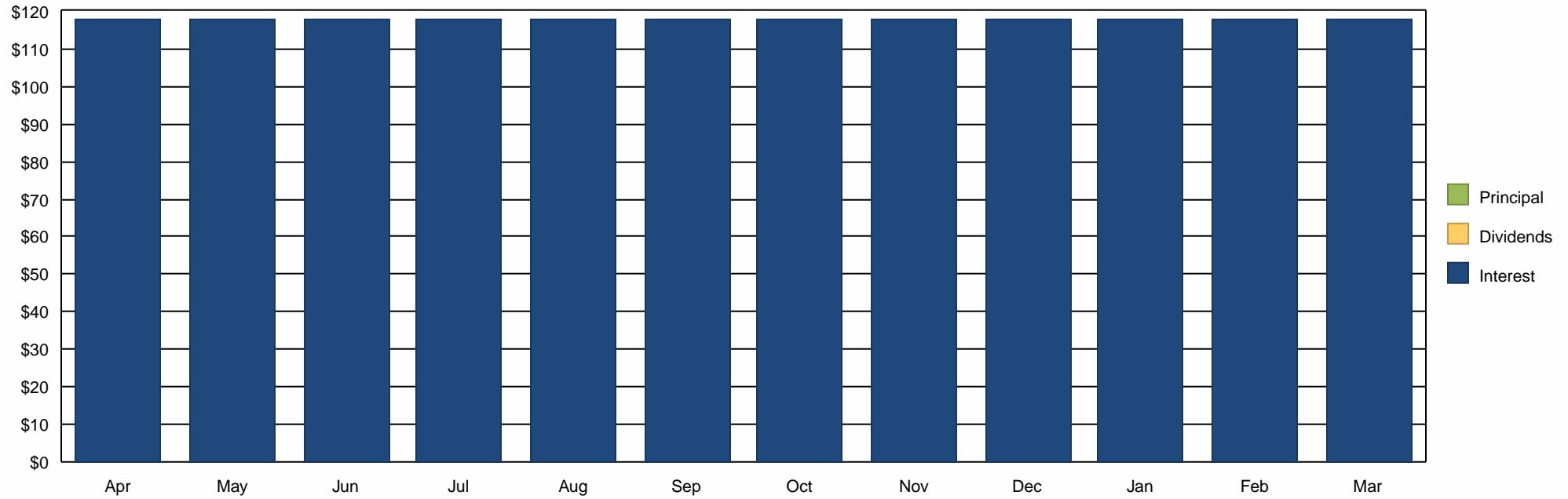
Past performance does not guarantee future results.

Please note that when this report provides performance comparisons to a market index, the market index performance does not reflect transaction costs or the deduction of fees. It is not possible to invest directly in an index. An investment in the securities comprising an index would require that an investor incur transaction costs and/or fees, with a consequent reduction in returns. Allocation models and indexes shown should not be used to benchmark the performance of a specific security. Your Financial Advisor can provide further information regarding the particular allocation models and indexes shown, including how the composition of an index compares to the individual investments and/or composition of your account or portfolio.

Estimated Income Summary

As of Close of Business: 04/14/2014

Bank of America Corporation



Month	Interest(\$)		Dividend(\$)		Principal(\$)	Total(\$)
	Tax-Exempt	Taxable	Tax-Exempt	Taxable		
April 2014	0	118	0	0	0	118
May 2014	0	118	0	0	0	118
June 2014	0	118	0	0	0	118
July 2014	0	118	0	0	0	118
August 2014	0	118	0	0	0	118
September 2014	0	118	0	0	0	118
October 2014	0	118	0	0	0	118
November 2014	0	118	0	0	0	118
December 2014	0	118	0	0	0	118
January 2015	0	118	0	0	0	118
February 2015	0	118	0	0	0	118
March 2015	0	118	0	0	0	118
Total Income	0	1,410	0	0	0	1,410

Report includes the estimated monthly income from fixed income, equities and mutual funds. For fixed income, estimates are based on the security's coupon. For equities and mutual funds, estimates are based on recent dividend payments, which may change in the future.

Important Information About Reference Indices



Bank of America Corporation

Market indices are included in this report to provide a reference point when reviewing the performance of your account(s). Indices provide a general source of information on how various market segments and types of investments have performed in the past. The index illustrated may be a single index, a combination of indices, or a Merrill Lynch allocation model. The characteristics of the indices provided may differ from your actual account(s). You should discuss with your Financial Advisor the reference indices selected and how they compare with your account(s).

Additional Comparatives: The following indices are further reference points to various broad market indices. Based on the exhibits selected, these indices may or may not be included in this report.

S&P 500 Total Return

BofAML US Broad Market Bond

US Treasury Bill 30 Days *

BofAML 3-Month US Treasury Bill

Reference Indices may be included as a general source of information regarding the performance of certain types of investments (e.g., US equities, international equities, fixed income, cash, etc.). Direct investment into an index cannot be made. Additional information regarding the indices shown is available from your Financial Advisor or at <http://www.totalmerrill.com/publish/mkt/pdfs/MarketIndexDescriptions.pdf>.

The Russell Indexes are marks of Frank Russell Company.

* Performance data for the noted indices is only available on a monthly basis for the performance date range. These indices will leverage full month performance data when compared against partial month portfolio performance returns.

Important Information About This Report

Unless otherwise indicated, investment accounts are held at Merrill Lynch, Pierce, Fenner & Smith Incorporated ("Merrill Lynch"), Member SIPC. Bank deposits are held at Bank of America, N.A. ("BANA") and affiliated banks or other depository institutions and are covered by FDIC insurance up to applicable limits. Bank deposits are not protected by SIPC. When assets held in non-Merrill Lynch accounts are recognized ("External Assets"), the price is as of the "Close of Business" date shown. You have identified a value for all or a portion of these non-Merrill Lynch accounts. Be sure to periodically review these accounts with your Advisor, and advise if there have been any changes to the accounts' holdings or value.

Although Merrill Lynch is providing you with performance reporting for External Assets held in non-Merrill Lynch accounts, Merrill Lynch does not provide investment advice with respect to External Assets unless otherwise agreed to between you and Merrill Lynch.

This Report is designed to assist you in the evaluation of your account(s). In combination with the ongoing advice and guidance of your Advisor, the Report helps you in the portfolio review phase of the Wealth Management Process. Please contact your Advisor if you have any questions regarding the information contained in the Report. Please note that security classifications and definitions of objectives described below can be changed from time to time at the discretion of Merrill Lynch.

This Report provides important information about your account(s), market indices, goals and risk level. The return information for the account(s), market indices and return comparison charts reflect time-weighted rates of return unless the returns are labeled "money weighted rates of return". Time-weighted rates of return should be used to judge the performance of the selected investment manager(s) and the money weighted rate of return should be used to assess overall growth and accumulation of wealth. Both return calculations reflect transaction costs, market appreciation or depreciation and the reinvestment of capital gains, dividends, interest and other income. The treatment of fees is discussed below.

For investment advisory account programs including Unified Managed Account ("UMA"), Consults, Mutual Fund Advisor ("MFA"), Merrill Lynch Personal Advisor ("MLPA"), Strategic Portfolio Advisor ("SPA"), Personal Investment Advisory ("PIA") and BlackRock Private Investors ("BlackRock"), client agreements, disclosure statements, and profiles (if applicable) can provide additional information about these programs, including applicable fees, restrictions and other terms. Merrill Lynch is both a broker-dealer and an investment adviser, and it offers both brokerage and investment advisory services. There are important differences between these services, including the type of advice and assistance provided, the fees charged, and the rights and obligations of the parties. Brokerage services are also regulated under different laws and rules than advisory services. It is important for you to understand these differences, particularly when determining which service or investments you might select.

Pricing of Securities

Pricing of securities is provided for your information. Your Account Statement is your official record of holdings, balances, and security values. Unless otherwise indicated, values reflect current information as of the "Close of Business" date shown at the top of each report. External Account holdings that are not recognized by Merrill Lynch, and all External Account Proxies indicate a value you have provided. Please review these holdings and values with your Advisor on a regular basis.

Annuities and life insurance products are not held in your account. Their values are listed in the report for your convenience. Life Insurance Cash Values and Annuity Contract Values are used to calculate Total Portfolio Value. These values are as of "close of one business" day prior to the "as of" date shown. Cash values may not reflect immediately available funds due to loan balances and/or policy changes. Annuity Contract Values may not reflect immediately available funds due to contract changes. All market values include accrued interest, unless otherwise indicated.

Performance

Account values, cash flows and returns may differ from other sources due to differing methods of pricing, accounting or calculation. This Report is prepared on a trade date basis using accrued income when sufficient data is available and thus will differ from a report prepared on a settlement date basis (e.g., your Merrill Lynch account statement). From time to time, asset valuation or transaction data may be adjusted, which in turn may impact the portfolio performance calculations and other information shown in

the report. In addition, if your account(s) holds "when issued securities," which are not valued by Merrill Lynch until the settlement date, your asset allocation may not be accurately reflected.

Account returns presented "Net of Fees" reflect the deduction of account fees, including advisory fees and transaction costs. Account returns presented "Gross of Fees" are shown before the deduction of advisory fees where applicable in order to make them comparable to the returns of the market indices. Account returns are presented "Net of Fees" unless noted as "Gross of Fees." Market indices or other benchmark returns are shown for comparison purposes only, and there is no assurance or guarantee that such performance will be achieved. Depending on how account fees are paid (see below), the account returns may be shown after the deduction of fees for certain periods. When the fee is deducted directly from this account(s), information will be shown both before and after the deduction of fees. When the fee is deducted directly from another account(s), information will be shown before the deduction of fees. When the fee is paid via invoice:

- For periods prior to September 1998, information will be shown before the deduction of fees.
- For periods after September 1998, information will be shown both before and after the deduction of fees.

It is very important that you provide Merrill Lynch with current information regarding the management of your account(s). We encourage you to contact your Advisor(s) if there have been any changes in your financial situation or investment objectives, or if you wish to impose any reasonable restrictions on the management of your account(s) or reasonably modify existing restrictions. If you are enrolled in a dual-contract investment advisory program where you separately contract with a third-party investment manager, it is also important to notify your investment manager with respect to any changes in your financial situation, investment objectives and/or restrictions. If you would like to receive a free copy of the current Form ADV Brochure(s) for the investment advisory program(s) in which your account(s) is enrolled, please send a written request with your account number(s) to: Managed Accounts Processing and Services, 4800 Deer Lake Drive West, Building 1, 3rd Fl., Jacksonville, FL 32246. You may also obtain a copy of the various Merrill Lynch advisory program brochures by accessing the Securities and Exchange Commission ("SEC") website at www.adviserinfo.sec.gov.

The valuation of hedge funds is prepared based upon information from third party sources. The information has not been verified and cannot be guaranteed. This data may include estimates and is subject to revision.

If an account has been managed by more than one manager, the manager name in the Report reflects the current manager. However, return and standard deviation information may be calculated using the entire history of each account. This Report may also include information for account(s) that are not managed by an investment manager (i.e., where you make the investment decisions).

Classification of Securities

For Asset Class, Sector or Size and Style Analysis reports, securities are generally classified by asset class, sector, size and style and, for Fixed Income, maturity.

- For Size and Style, security classification is as follows: a capitalization breakpoint of \$15.71 billion defines the size Large Cap, \$15.71 billion to \$5.17 billion for Mid Cap, and less than \$5.17 billion for Small Cap for domestic equity securities. Small/Mid Cap (SMID) is defined as less than \$15.71 billion. The style (Growth, Core or Value) for these securities is defined by a proprietary procedure which utilizes a series of quantitative and qualitative metrics (e.g., expected earnings growth, analyst coverage, etc.).
- For Equity Sector, security classifications are based on Global Industry Classification Standard ("GICS"). Source: Morgan Stanley Capital International ("MSCI") and Standard & Poor's ("S&P"), a division of the McGraw Hill Companies, Inc.
- For Fixed Income, maturity breakpoints are as follows: Short-Term: 0-5 years, Intermediate-Term: 5-15 years, Long-Term greater than 15 years.
- For Fixed Income, Non-Securitized US Agency, US Government Sponsored Enterprise, and Super National debt are classified as US Government / Quasi Government. All Securitized Agency and Government Sponsored Enterprise debt are classified as Securitized.
- For Fixed Income, bonds are classified as either Investment Grade or High Yield based on the bond's composite rating as determined by a methodology set out in the Composite Rating Explanation, with the exception of bonds pre-refunded or maturity to escrow (including partial redemptions). Bonds pre-

Important Information About This Report

refunded or maturity to escrow (including partial redemptions) are classified as investment grade and placed in their respective fixed income sector.

- For Equity Region, security classifications are based on country of domicile and mapped to Merrill Lynch's RIC (Research Investment Committee) global regions.

- Convertible securities and options are classified as Equities. Preferred Stock is classified as Fixed Income. Life Insurance products are classified as Other.

External Accounts and External Accounts Proxy are classified, where available, by asset class, sector, size and style and maturity. If a classification is not available, the External Account or External Account Proxy is classified as Other.

Classification details for mutual funds, closed end funds, certain managed accounts, annuities and External Account Proxies are identified in "Details for Managed Assets and Pooled Investments" ("Details Section").

When available, Market-Linked Investments are classified by the reference security associated with that market-linked investment for asset class, sector, size and style or maturity. The reference security may be an individual security, index, or other investment such as a mutual fund or exchange traded fund.

For mutual funds, exchange traded funds, closed end funds and the investment options of underlying annuities, the fund may be shown by holdings or, optionally, by profile (fund objective).

When shown by holdings, the fund is classified by the asset class, sector, size and style or maturity breakdown (excluding Fixed Income Sectors where applicable) of those holdings. When shown by profile, the fund is classified by the asset class, sector (excluding Fixed Income Sectors where applicable), size and style or maturity provided by vendors and mapped to Merrill Lynch's Research Investment Committee allocation schema in order to report the industry's or Merrill Lynch's interpretation of the objective of the fund/pooled investment vehicle. Note that the data used for this classification is obtained from a variety of sources and may not be current (see "Data As Of" date shown in the Details Section for the date the portfolio holdings were reported by the fund).

Additionally, Mutual funds, exchange traded funds, closed end funds and the investment options of underlying annuities may change their portfolio holdings on a regular (often daily) basis.

Accordingly, any analysis that includes mutual funds, exchange traded funds, closed end funds, and the investment options of underlying annuities may not accurately reflect the current composition of these funds. The classification of these securities may differ from other sources due to differing methods of classification (e.g. shown and classified by holdings versus by profile). As such, this Report may differ from other reports (e.g., your Merrill Lynch account statement, in which these funds are always shown by profile) depending on whether the funds are shown by holdings or by profile in this Report.

In particular, Non-Traditional Funds (NTFs), mutual funds and exchange traded funds that pursue alternative strategies or provide alternative asset exposure, may be classified as alternative investments when shown by profile, but when shown by holdings, the NTF will be classified by the asset class, sector, size and style or maturity breakdown of its holdings, which may reflect no allocation to alternative investments.

If the holdings or profile data for mutual funds, exchange traded funds, or closed end funds is not available, the fund is classified by its predominant asset class ("Data As Of" date shown as "N/A" in the Details Section).

If the holdings or profile data for the investment options of underlying annuities is not available, fixed annuities and market value adjusted annuities are classified as Fixed Income and variable annuities are classified as Equities. Note that annuities and life insurance products are not held in your account but are included here for your information.

The Details Section may also provide summary information regarding accounts enrolled in managed account programs such as the Investment Advisory Program (utilizing Managed or Custom Managed strategies), Consults, BlackRock Private Investors and MFA, classification detail for the managed account is not based on your actual holdings but on the investment style that has been identified for the specific investment manager/style. Your Financial Advisor can also provide a report based on the account's actual holdings.

"External Account Proxy" are External Accounts that you have generally identified in the aggregate and not by specific holdings. Be sure to periodically review these accounts with your Financial Advisor and advise if there have been any changes to the holdings in or value of these Accounts.

If "Portfolio Detail" reports are included, the value shown for mutual funds, exchange traded funds, closed end funds and the investment options of underlying variable annuities is the proportionate dollar value of a fund's holdings, as classified by asset class, sector, size and style or maturity, respectively.

Asset Allocation Models

Where a Merrill Lynch asset allocation model is presented, it is an allocation model developed by the investment strategy group in BofA Merrill Lynch Global Research and the Investment Management & Guidance Group for Merrill Lynch Global Wealth & Investment Management use with clients. These models represent asset allocation approaches based on a client's profile and investment objectives and are subject to change as market conditions change in the future. In addition, Merrill Lynch asset allocation models including alternative investments consider liquidity needs as an important factor in the formation of an asset allocation strategy. Liquidity refers to the ability or timeliness with which assets can be converted into cash. Depending on your personal financial needs and objectives, it is important to consider whether you may need to sell investments to raise cash over varying time horizons. Alternatively, your Advisor may have customized an asset allocation for your specific situation. Regularly review your asset allocation with your Advisor. Asset allocation does not assure a profit or protect against a loss in declining markets. Asset allocation cannot eliminate the risk of fluctuating prices and uncertain returns.

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Important Information About Research Ratings

BofA Merrill Lynch Research (BofAML Research) is equity research produced by Merrill Lynch, Pierce, Fenner & Smith Incorporated (MLPF&S) and/or one or more of its non-U.S affiliates. MLPF&S is a wholly owned subsidiary of Bank of America Corporation.

Fundamental Equity Opinion Key: Opinions include a Volatility Risk Rating, an Investment Rating and an Income Rating.

BofAML Research VOLATILITY RISK RATINGS, indicators of potential price fluctuation, are:

- A - Low,
- B - Medium, and
- C - High.

BofAML Research INVESTMENT RATINGS, reflect the analyst's assessment of a stock's: (i) absolute total return potential and (ii) attractiveness for investment relative to other stocks within its coverage cluster (defined below).

There are three investment ratings:

- 1 - Buy (stocks are expected to have a total return of at least 10% and are the most attractive stocks in the coverage cluster),
- 2 - Neutral (stocks are expected to remain flat or increase in value and are less attractive than Buy rated stocks),
- 3 - Underperform (stocks are the least attractive stocks in a coverage cluster), and

Analysts assign investment ratings considering, among other things, the 0-12 month total return expectation for a stock and the firm's guidelines for ratings dispersions (shown in the table below). The current price objective for a stock should be referenced to better understand the total return expectation at any given time. The price objective reflects the analyst's view of the potential price appreciation (depreciation).

BofAML Research Investment rating	Total return expectation (within 12-month period of date of initial rating)	Ratings dispersion guidelines for coverage cluster*
Buy	greater than or equal to 10%	less than or equal to 70%
Neutral	greater than or equal to 0%	less than or equal to 30%
Underperform	N/A	greater than or equal to 20%
*Ratings dispersions may vary from time to time where BofAML Research believes it better reflects the investment prospects of stocks in a Coverage Cluster.		

Coverage Cluster is comprised of stocks covered by a single analyst or two or more analysts sharing a common industry, sector, region or other classification(s). A stock's coverage cluster is included in the most recent Merrill Lynch Comment referencing the stock.

BofAML Research INCOME RATINGS, indicators of potential cash dividends, are:

- 7 - same/higher (dividend considered to be secure),
- 8 - same/lower (dividend not considered to be secure), and
- 9 - pays no cash dividend.

Closed-end Fund Investment Opinion Key: Opinions include an identifier and an investment rating. The identifier, "F," denotes a closed-end fund and the number is a fund's investment rating, which is based on our 12 month expectation of stability of the Fund's distributions (including net investment income, short and long term capital gains and return of capital) and stock price from the date of the initial rating.

BofAML Research INVESTMENT RATINGS,

- 1 - Buy (indicating that distributions are expected to be the same or increase and that the stock price is expected to be stable or increase),
- 2 - Neutral (indicating that distributions are expected to remain the same or decrease and that the stock price is expected to be stable), and
- 3 - Underperform (indicating that distributions are expected to decrease and that the stock price is expected to decline)

Important Information: Independent, third-party research on certain companies covered by the firm's research is available to clients at no cost. Clients can access this research at www.mlol.ml.com or can call 1-800-MERRILL to request that a copy of this research be sent to them. For explanation of independent, third-party research ratings key, ask a financial advisor at (888) ML-INVEST (654-6837) or go to www.ml.com/independentresearch. Please note that the independent, third-party research rating shown above is not necessarily equivalent to, or derived using the same methodology as, BofAML Research ratings or the ratings of other independent, third-party research providers.

Projected 2015 Budget							
	Working Fund						
REVENUE							
Dues	\$21,000.00	17275.75	475 members				
Merrill Lynch EMA Interest	\$5.00	3168	200 student members				
Royalties	\$250.00	808.4	20 family members				
Advertisements	\$500.00	21252.15					
Maney - editorial reimbursement	\$1,200.00						
Annual Meeting Revenue	\$3,000.00						
Life Fund - publication cost	\$3,546.00	175 @ \$18, 12 @ \$33					
TOTAL REVENUE	\$29,501.00						
EXPENSES							
Publications - Regular/Family Members	\$17,391.00	475 regular + 20 family + 12 Life leftovers					
Publications - Student Members	\$1,000.00						
Publications - Life Members	\$3,150.00	157 life + 30 life family = 287 - 175 given = 12 leftover					
Merrill Lynch EMA Fees	\$100.00						
Corporate Filing Fee	\$20.00						
CPA Tax Filing	\$700.00						
Office Expenses	\$150.00						
Web Hosting	\$240.00		Authorize.net:				
WordPress maintenance	\$150.00		Startup	\$49.00			
Public Outreach Grant	\$2,000.00		Annual Fee	\$300.00			
Annual Meeting Start-Up Fund	\$2,000.00		Transaction fee (\$.10 each)	\$67.50			
Electronic Ballot	\$1,300.00		Batch fee	\$36.50	Merrill Lynch fee	\$100.00	
SEAC Award Plaques	\$80.00		Yearly?:	\$404.00	Paypal estimate:	\$ 710.35	
TOTAL EXPENSES	\$28,281.00						
NET REVENUE	\$1,220.00						

To: SEAC Board of Directors

From: Investment & Finance Committee (P. Welch, Chair; Lynne Sullivan; Al Goodyear)

Re: Annual report on the SEAC Life Fund

Date: 5 Nov 2014

The Life Fund registered a healthy gain this year, with the balance up from \$176,346.39 at the end of FY 2013 to the current value of \$195,219.07. Not including \$500 from a new Life membership payment, the Life fund earned \$18,372.68, a 10.4% return on investment. The \$18,372.68 figure is the maximum that the Board could withdraw from the Life Fund during FY 2015.

The Vanguard account at end of Oct 31, 2014, does not match the \$195,219.07 Life Fund total because of two factors. First, in Tampa the Board voted to transfer \$7,000 of the Life Fund earnings to the Operating Fund in FY 2014. The money was never moved from the Vanguard account to the Merrill Lynch account, so there is \$7,000 of Operating money sitting in the Vanguard money market fund. Second, the Treasurer received a Life membership payment in FY 2014 that was not deposited to the Vanguard account prior to the end of FY 2014, so the Vanguard balance lacks this \$500 addition. That is, the Oct 31, 2014 Vanguard balance of \$201,719.07 minus the \$7,000 untransferred Operating money plus the \$500 new Life payment equals the \$195,219.07 Life Fund balance at end of FY 2014.

Last fall the Board approved adding the Long-term Bond Index fund to the portfolio, with a plan to increase the allocation to this fund in a series of 5-6 annual steps until reaching 35%. The table below shows recommendations for rebalancing the portfolio to achieve the new (FY 2015) target allocations.

Funds	10/31/14 fund totals	10/31/14 %	2014 target	2015 target	calculated rebalancing	recommended rebalancing
Index 500	\$97,831.54	53.1%	52.0%	50.0%	\$ (5,656.92)	(\$5,650.00)
Small Cap Index	\$ 21,024.96	11.4%	12.0%	11.0%	\$ (746.55)	(\$750.00)
Intl Growth	\$ 19,187.00	10.4%	12.0%	10.0%	\$ (752.08)	(\$750.00)
Health Care	\$ 16,458.54	8.9%	8.0%	8.0%	\$ (1,710.60)	(\$1,700.00)
REIT Index	\$ 10,312.03	5.6%	6.0%	5.0%	\$ (1,094.57)	(\$1,100.00)
Long-term Bond Index	\$ 19,600.57	10.6%	10.0%	16.0%	\$ 9,895.31	\$9,950.00
	\$184,414.64	100.00%	100%	100%		
Money Market*	\$10,804.43					
Total	\$195,219.07					

* Includes the not-yet-deposited \$500 FY2014 Life payment; excludes the untransferred \$7,000 Operating money.

For reference, final target allocations for the assets, approved by the Board in Tampa in Nov. 2013, will be:

Index500	40%
Small Cap Index	8%
Int'l Growth	8%
Health Care	5%
REIT Index	4%
LT Bond	35%

Editor's Report
Submitted by Thomas J. Pluckhahn
11/12/2014

Journal progress report:

- The Winter 2014 (Volume 33, No. 2) issue of *Southeastern Archaeology* is currently in production. This issue will include 8 articles (7 from Knight's plenary session), 3 reports, and 6 book reviews.
- The Spring 2015 (Volume 34, No.1) issue of *Southeastern Archaeology* will be the first produced under Maney. Pluckhahn has accepted seven articles, which have been copy edited and submitted to the Maney system. Reitz will conduct additional copyediting and submit the content for production.
- There have been 25 submissions since the start of the calendar year and 30 since the close of the last business meeting at SEAC in Tampa. This is approximately on pace with previous years. We need to boost submissions given transition to 3 issues next year, but one set of papers for a thematic issue is pending revisions and a second set is reportedly planned for submission next year.
- Continuing issues for the new editor:
 - Update information regarding Editorial Board and Executive Board for journal and web site.
 - Provide back issues to Maney: contract stipulates that we provide them with: one (1) to four (4) copies of each issue of Volumes 1-33, as available, to be held by Periodical Services Company, in order to fulfill back-issue requests.
 - Reappoint or replace Associate Editors

Update on the transition to Maney:

- The editorial management system has had some hiccups in its initial stages, but Pluckhahn and Reitz have worked with Maney to clear up problems. Despite complications, it is clear that the system saves the Editor considerable effort.

Journal statistics for current tenure:

- 82 manuscripts submitted, 13 of which are still in process and 2 of which were withdrawn
- Of 67 submissions with decisions:
 - 40.3% accepted with minor revisions and published
 - 1.5% accepted with minor revisions, no revision submitted
 - 31.3% revise and resubmit, accepted on revision
 - 11.9% revise and resubmit, no revision submitted
 - 14.9% rejected (3.0% rejected without review)

SOUTHEASTERN ARCHAEOLOGICAL CONFERENCE

PUBLICATION SALES

NET BALANCE

NOVEMBER 1, 2013 THROUGH OCTOBER 31, 2014

NAME	DATE	AMOUNT	HOWPAID	MEMO
BALANCE FORWARD	11/1/2013	\$1,842.60		
SALES AT MEETING	11/6/2013	\$14.50	CASH	SA 1-1, 29-2
EUGENE FUTATO	11/12/2013	-\$88.99	CHECK	REISSUE CHECK NEVER CLEARED
DAVID J. HALLEY	11/12/2013	\$10.00	CHECK	SA 24(1-2)
NED JENKINS	11/12/2013	\$38.00	CHECK	SA 30(2), 32(2)
OFFICE	11/12/2013	\$88.99	CREDIT	RE-ENTER CHECK NEVER CLEARED
MARY LOUISE DE SARAN	1/23/2014	\$19.00	CHECK	SA 31(1-2)
USPS	2/25/2014	-\$503.03	CHECK	MAIL BACK ISSUES
USPS	3/10/2014	-\$2.69	CHECK	POSTAGE
PROQUEST	3/21/2014	\$189.92	CHECK	ROYALTY
NED JENKINS	6/4/2014	-\$19.00	CHECK	REFUND PAYMENT FOR OUT OF PRINT SA
ROBBIE ETHRIDGE	6/5/2014	\$19.00	CHECK	SA 32
USPS	6/6/2014	-\$12.20	CHECK	POSTAGE
OAR	7/1/2014	\$10.00	CASH	CBM
USPS	7/2/2014	-\$3.17	CHECK	POSTAGE
USPS	7/30/2014	-\$12.47	CHECK	POSTAGE
BRADLEY LAFFITTE	7/30/2014	\$140.00	CHECK	SALE SA UP TO 30(2) EXCEPT 23(1)
JOEL BROWN	9/1/2014	\$98.50	CHECK	SP1, SA1(1), 2(1), 10(2), 11(2), 12(2), 15(1), 20(1), 21(1), 21(2), 24(1), 24(2), 25(2), 28(1), 31(2)
JOEL BROWN	10/14/2014	-\$14.50	CHECK	REFUND PAYMENT FOR OUT OF PRINT SA
USPS	10/14/2014	-\$7.41	CHECK	POSTAGE
TOTAL	10/31/2013	\$1,807.05		SENT 188 MAILOUTS

SEAC Publications Inventory 10/31/2014

ITEM	COUNT
NEWS-V19N2	70
NEWS-V20N1	53
NEWS-V20N2	161
NEWS-V21N3	86
NEWS-V21N4	143
NEWS-V22	268
NEWS-V23N1-2	218
NEWS-V24N2	72
NEWS-V25N2	73
NEWS-V26N2	34
NEWS-V27N2	94
NEWS-V29N1	34
NEWS-V30N2	63
NEWS-V31N2	7
NEWS-V32N2	73
NEWS-V33N1	16
NEWS-V33N2	110
NEWS-V34N2	148
NEWS-V35N1	52
NEWS-V35N2	70
NEWS-V36N1	32
NEWS-V36N2	42
NEWS-V37N2	103
NEWS-V38N2	124
NEWS-V39N1	97
NEWS-V39N2	162
NEWS-V40N2	46
NEWS-V41N2	185
NEWS-V43N2	136
NEWS-V44N2	59
NEWS-V45N1	216
NEWS-V45N2	298
NEWS-V47N1	29
NEWS-V47N2	89
NEWS-V48N1	35
NEWS-V48N2	29
NEWS-V49N1	84
NEWS-V49N2	41
NEWS-V50N1	58
NEWS-V50N2	48
NEWS-V51N1	47
NEWS-V51N2	53
NEWS-V52N1	32
NEWS-V52N2	28
NEWS-V53N1	43
NEWS-V53N2	38
BULL15	13
BULL17ET23	8
BULL20ET21	371
BULL22	92
BULL24	49

BULL25	23
BULL28	164
BULL29	50
BULL30	119
BULL31	106
BULL32	206
BULL33	159
BULL34	249
BULL35	226
BULL36	33
BULL37	96
BULL38	89
BULL40	30
BULL42	232
BULL43	118
BULL44	27
BULL45	155
BULL46	88
BULL47	256
BULL48	101
BULL49	177
BULL50	2
BULL52	23
BULL53	32
BULL54	41
BULL55	24
SPECPUB4	164
SPECPUB5	140
SPECPUB7	170
BHAM32CON	40
MOORE	109
SA-V1N1	41
SA-V1N2	0
SA-V2N1	20
SA-V9N2	25
SA-V10N2	66
SA-V11N2	31
SA-V12N2	17
SA-V15N1	0
SA-V15N2	0
SA-V17N2	0
SA-V18N1	37
SA-V18N2	21
SA-V19N1	100
SA-V19N2	61
SA-V20N1	105
SA-V20N2	68
SA-V21N1	118
SA-V21N2	131
SA-V22N1	80
SA-V22N2	83
SA-V23N1	62
SA-V23N2	74
SA-V24N1	90

SA-V24N2	86
SA-V25N1	104
SA-V25N2	166
SA-V26N1	50
SA-V26N2	137
SA-V27N2	194
SA-V28N1	266
SA-V28N2	42
SA-V29N1	27
SA-V29N2	112
SA-V30N2	28
SA-V31N1	3
SA-V31N2	27
SA-V32N1	28
SA-V32N2	27

**Southeastern Archaeological Conference
Executive Board Meeting
November 2014**

**REPORT OF THE SEAC PUBLIC OUTREACH GRANT COMMITTEE
Darlene Applegate, Chair**

Committee Membership

Current Members

Darlene Applegate of Western Kentucky University, chair (through 2015)

Kelli Carmean of Eastern Kentucky University (through 2015)

Theresa McReynolds-Shebalin of the Exploring Joara Foundation, North Carolina (through 2017)

Sarah Miller of FPAN/Flagler College (through 2016)

Alice Wright of Appalachian State University (through 2017)

Ann Cordell, SEAC Executive Board liaison

Outgoing Members

At the conclusion of the 2013-2014 grant cycle, **Cassandra Rae Harper** of Roland Park School for International Studies completed her three-year term on the committee. **Jayur Mehta** of Tulane University was into the first year of a second three-year term when he resigned from the committee. We thank both for their thoughtful review of grant applications and important contributions to the committee.

New Members

The committee welcomes two new members who will begin three-year terms with the 2014-2015 grant cycle. **Theresa McReynolds-Shebalin** is a former recipient of the SEAC Public Outreach Grant (2009). She has served on the Project Archaeology Leadership Team and the SAA's Public Education Award Committee. Over the past eight years, she has led 12 teacher workshops, helped to coordinate six large public archaeology events, and developed a successful summer archaeology camp program through the Exploring Joara Foundation in North Carolina.

Alice Wright is an assistant professor in the Department of Anthropology at Appalachian State University. Her dissertation research at the Garden Creek site in western North Carolina involved working directly with the community through flyers and pamphlets, regular site tours, school field trips, a public archaeology day, and the creation of a museum exhibit. She has plans to continue such collaborations in upcoming and future research projects in western North Carolina. Alice also has experience reviewing grants that emphasize public outreach as a broader impact of social scientific research.

2013-2014 Grant Cycle

The 2014 Southeastern Archaeological Conference (SEAC) Public Outreach Grant was awarded to Dennis Jones, Principal Archaeologist at the Louisiana State University Rural Life Museum in Baton

Rouge, for the video documentary project “Searching for the Sweet Life: Archaeology on a Nineteenth Century Sugar Cane Plantation in Louisiana.”

This project used the SEAC Public Outreach Grant funds to create a documentary film on Chatsworth Plantation, a large and generally successful ante- and post-bellum sugar cane plantation during the early nineteenth and early twentieth century in East Baton Rouge Parish, Louisiana. Archaeologists investigated remnants of the plantation as part of a CRM project that also involved public outreach and a university field school. Archaeological remains of the overseer’s house, the sugar mill, and the slave quarters area are featured in the film. This evidence is compared to relocated plantation buildings on the grounds of the Rural Life Museum, allowing video viewers to have a more concrete idea of how the structural remains exposed by archaeological excavations relate to the preserved buildings of the same era. Narration and action-oriented footage in the documentary make these connections even more explicit.

The SEAC grant of \$2,000 funded editing and production expenses for the documentary video. The professional-quality documentary production is currently posted on YouTube and will be posted on a number of websites, including The Archaeology Channel and the Louisiana Archaeological Society, as well as on display at the Rural Life Museum. The RLM currently has an average of 66,000 annual visitors, many of them from other countries, who will have the opportunity to see this video. Compact discs containing the documentary will be distributed to all branches of the East Baton Rouge Public Library and made available on their Digital Library available online. In addition, the project has developed a supportive relationship with the American Sugar Cane League, which will also make the video available to current sugar farmers and researchers.

<http://www.youtube.com/watch?v=AFyCOF5Z78k&feature=youtu.be>

The final report from the 2014 grant recipient was due to the committee on October 31, 2014. A partial report has been submitted, with the remainder expected by November 7, 2014.

2014-2015 Grant Cycle

The 2014-2015 Grant Cycle is now open, and the committee is accepting applications until the December 1 deadline. Announcements have been sent to the SAA Public Archaeology Interest Group, SAA Public Education Committee Network of State Education Coordinators, Southeastern Museums Conference, National Association for Interpreters-SE Region, and various state societies in the southeast. Announcements of the grant appear in the Fall 2014 edition of the *Horizon and Tradition* newsletter and on the inside back cover of every issue of *Southeastern Archaeology*.

Information about the SEAC Public Outreach Grant is available on the SEAC web site and includes a grant description, requirements for recipients, history of the grant, grant application, essay on improving a grant application, and a list of past recipients with links to educational materials or web sites pertaining to the winning grant projects.

SAC Report for the SEAC Board

Edward R. Henry, Chair

SEAC in Greenville 2014

This year SEAC's Student Affairs Committee (SAC) took a slightly different approach to the scheduling of events for the annual meeting in Greenville, SC. We have tried to move beyond our normal focus on issues relevant to SEAC's student membership and turn our attention to an issue that impacts everyone in our field: gender discrimination. In the place of our normal hour-long Friday afternoon event we scheduled a three-hour long panel discussion entitled "*Gender Roles Among Southeastern Archaeologists*". We also scheduled a student-centered lunch workshop concentrating on navigating today's job market for students who will soon be graduating with various degrees that emphasize archaeology as a career path. Of course, the student reception will take place Thursday night. This will provide a chance for students to converse with their peers and expand their networks by meeting students from other programs. The details on these events are outlined below. Also, shortly after SEAC the SAC will be seeking students to run for the office of chair-elect and two members-at-large. We will be talking to students about this at the student reception.

SAC Panel Discussion: Gender Roles Among Southeastern Archaeologists

Gender inequality among archaeologists working in the southeastern United States has been a common theme of discussion within southeastern archaeology. Recent research within our discipline has determined that gender inequality and sexual harassment are surprisingly prevalent, calling attention to harassment in the field, as well as discrimination in the hiring process. Such research and recent symposia focusing on gender roles in our profession, in addition to gendered perspectives in the archaeological record, compel us to remain diligent in working toward gender equality and diversity in our field. This panel will consist of women and men who hold a variety of positions in academia, as well as the public and private sectors. It is our hope that discussions generated by this panel will open a broader discourse on gender inequality in our field as well as positing some solutions to these issues and ways to move forward. In order to focus this discussion on topics relevant to our diverse discipline, we invited the entire membership of SEAC to pose questions and topics for discussion to our panelists (listed below). These were submitted via two channels: the SAC Facebook page (<https://www.facebook.com/SEACstudentaffairs>) and a Google Survey (<http://goo.gl/wgCWab>) where complete anonymity was assured due to the structure of the survey. We feel that generating this conversation among the membership is one way to move toward a greater degree of gender equality and diversity in southeastern archaeology.

Panelists will be:

Maureen Meyers, University of Mississippi; D. Shane Miller, Mississippi State University; Chris Rodning, Tulane University; Tanya Peres (via Skype), Middle Tennessee State University; Charlie Cobb, University of South Carolina; Sissel Schroeder, University of Wisconsin-Madison; Gayle Fritz, Washington University in St. Louis; Tamira Brennan, Illinois State Archaeological Survey; Robert Rohe, Illinois State Archaeological Survey; Sarah Miller, Florida Public Archaeology Network; Jim Pritchard, Brockington and Associates; Dana Bardolph and Amber VanDerwarker, University of California-Santa Barbara.

Thursday Lunch Workshop: Navigating the Modern Job Market

The student luncheon at Greenville focuses on the nature of the modern job market in both academia and the public/private sector. We plan to cap this event at a total of 40 people. Watch the SEAC Twitter feed and the SAC Facebook page for further details and a sign-up schedule. If we do not acquire the donations to make this lunch free to student members we plan to offer discounted options. Again, stay tuned for more details!

Speakers will be:

Robin Beck (University of Michigan), Megan Kassabaum (University of Pennsylvania), David Morgan (NPS-Southeastern Archaeological Center), Melissa Twaroski (USDA-Forest Service), Rich Weinstein (Coastal Environments, Inc.), and Tasha Benyshek (TRC Solutions)

Sponsors

Support for student events this year came from SEAC and numerous CRM firms. We would like to note the generosity of these organizations: New South Associates, Cultural Resource Analysts, Inc., Coastal Environments, Inc., and Tennessee Valley Archaeological Research.

SAC Developments Outside of SEAC

Apart from our SEAC events planned for Greenville, SAC moved forward in proposing a Twitter account for the SEAC student membership to the SEAC board. Headed up by Chair-elect Ashley Schubert (Univ. of Michigan), the Twitter proposal seeks to link students through succinct communication about SEAC events specifically, and issues relevant to southeastern archaeology more broadly.

Tulsa 2017: discussion

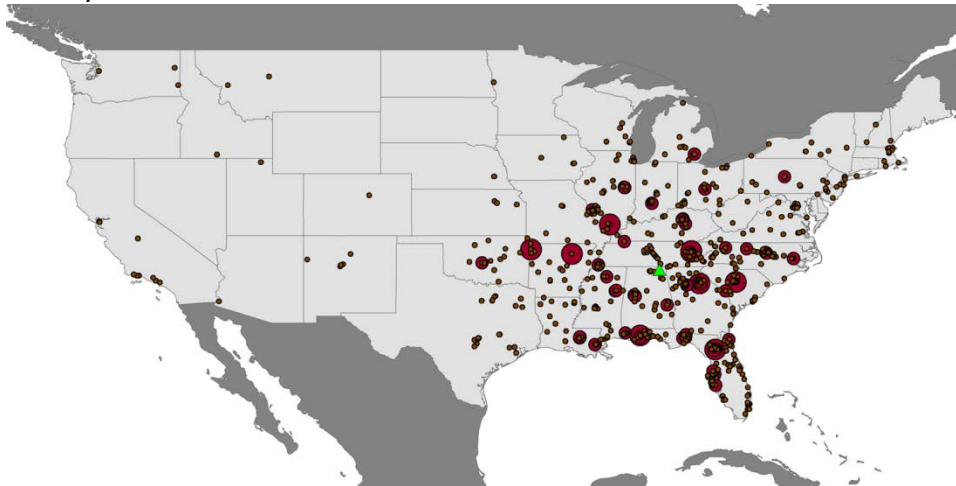
Regarding changes to the Tulsa proposal upon withdrawal of the Plains Conference from a joint meeting.

Revised proposal: [~~..\\SEAC Revised Tulsa.docx~~](#)

Thomas J. Pluckhahn, 11/08/2014.

should be working on my seac paper, but took break to plot seac membership by zip code in GIS (I've been curious about this for a while). zips are represented by points and I used a 3 class proportional point size for zips according to number of members. the green triangle in northeastern Alabama is the weighted mean geographic center of SEAC membership by zip.

I've been supportive of Tulsa, and still open to it, but suspect we will see fewer student members attending. I know very few florida students would probably make the trip, since they usually drive to seac.



Greg Waselkov, 11/09/2014

Great map ... and now you've distracted me from finishing my SEAC paper, too! I looked up the mileages between Huntsville (NE Alabama) and Tulsa (615 miles) and Tampa (640 miles). Every conference is going to be inconvenient for some constituency and more convenient for others. With a critical mass of southeasternists presently in place in Oklahoma ready and eager to host a SEAC conference, this seems the ideal moment to recognize and celebrate the western fringe of our membership and their portion of our collective research -- to say nothing about all of the other benefits we will derive from visiting the present-day home of so many descendant southerners. Tulsa clearly won't become a common venue for SEAC. On the contrary, I think this is a unique opportunity that we should seize.

Betsy Reitz, 11/09/2014

On the other hand, there are a fair number of SEAC members along the Mississippian corridor. While the Atlantic fringe may not be as well-represented, the western fringe may seize the opportunity. For those of us who would fly, flying to Tulsa is probably roughly similar to flying to St. Louis or Memphis. I actually look forward to hearing about some different perspectives on the Southeast, ones that I may not have heard at other meetings.

I haven't looked at the details of the revised proposal, however, and the primary question is whether we can expect to meet the room/food quota.

Kandace Hollenbach, 11/10/2014

I agree, Tulsa would be a good venue. As for the room/food quota, the total rooms per night did not go down from the previous joint meeting, from what I could tell. But the "Special Concessions" only require an 80% pick-up of the room block – so only 200 rooms, instead of 250. That seems reasonable to me.

From the 2013 Tampa meeting (650 attendees), Nancy provided a break-down of food & beverage sales – we had a total of \$25,238 spent at the restaurant, bar, and room service; \$14,695 was bar beverage sales (including cash bar). The Tulsa contract says that cash bar counts toward the \$20,000 minimum, but it's not clear whether restaurant sales count as well? But I imagine that with coffee breaks, student receptions, Board dinners, etc, the \$20,000 won't be too hard to hit. Perhaps Thomas could get some clarification for us about what counts toward the \$20,000 in food & beverage.

In Nancy's review of the 2013 meeting, she suggested that some of the \$6000 profit made on that meeting might be used to give travel grants to students. Might be something to consider to help students get to Tulsa.

SEAC Sexual Harassment Survey Report to the SEAC Board

Submitted: November 1, 2014

Submitted by: SEAC Sexual Harassment Committee (Maureen Meyers, Tony Boudreaux, Stephen Carmody, Victoria Dekle, Elizabeth Horton, and Alice Wright)

This report chronicles the progress of the SEAC Sexual Harassment Committee since the April 2014 (SAA meeting) report. The Sexual Harassment Committee has done the following:

1. Finalized the SEAC Sexual Harassment Survey
2. Presented the proposed SEAC Sexual Harassment Survey project to the SAA Women in Archaeology group meeting at the SAA meeting in April. At that time, Meyers recruited persons not in SEAC to be beta-testers for the survey. In addition, there was much interest in the survey by all the members of WIA, and some discussion about broadening it for all of SAA after the SEAC survey is completed.
3. The finalized survey was sent to 10 archaeologists, 5 men and 5 women, who have not done fieldwork in the Southeast. These individuals included postdoctoral fellows, assistant, associate, and full professors, and CRM Principal Investigators. Of those contacted, six responded (3 men, 3 women). Based on their responses, some changes were made to the survey.
4. ACRA (American Cultural Resources Association) was contacted in July to ask if the survey could use the same job titles used by ACRA in their survey (which focuses on pay scales). ACRA board members approved this.
5. In August, the survey was submitted for IRB approval from the University of Mississippi. Members of the survey also got IRB approval from their respective institutions (except Carmody) although this was determined to be not necessary by both University of Mississippi IRB and the other institutions (East Carolina University, Missouri State University, University of Arkansas and Appalachian State University). IRB approval was received in early September.
6. Following IRB approval, Dekle put the survey on Qualtrics software, licensed and hosted through the University of Mississippi.
7. The survey was opened on September 29. To advertise the survey, the following organizations were contacted:

- a. SEAC posted an announcement on their website and sent an email to all members
- b. the announcement was tweeted multiple times through SEAC
- c. the announcement was placed on the SEAC Underground blog
- d. all state professional organizations were contacted about the survey and requested to share it with their members; it is not clear who did so, but at least Georgia, South Carolina, North Carolina, and Tennessee
- e. all universities who do fieldwork in the Southeast were contacted using the AAA guide for contact and fieldschool information
- f. Major CRM firms in the Southeast (Louis Berger, Gray & Pape, Brockington, TRC Garrow, Cultural Resource Analysts, PanAmerican) were contacted and asked to share the survey with their employees. Of these, it is known that Berger and TRC Garrow did.
- g. To date, 588 people have taken the survey, which on average takes 12-15 minutes to complete. Some results are detailed below.
- h. Since the survey opened, the committee chair (Meyers) has received two negative emails about the survey, and one suggestion for future surveys. Both negative emails were from owners of CRM firms who felt the survey was biased toward academia. One person stated that harassment occurs only because women allow it to occur. Another stated that he gives his employees training about sexual harassment so the survey was not necessary. A third person wished the survey also focused on lab work, where he felt that harassment of males by females was more common. Each of these emails was acknowledged by Meyers.

8. **Preliminary Results:** The reason for the survey was 1. determine if sexual harassment had or was presently occurring in Southeastern archaeology and 2. if it was or had been present, measure the frequency of sexual harassment. The survey also attempted to measure if rates of sexual harassment had changed over time, by measuring individual fieldschool and nonfieldschool experiences against longitudinal data such as number of years since degree earned or since fieldschool taken.

- a. 66% of respondents report experiencing inappropriate comments or remarks about physical beauty, cognitive differences, or other jokes, at an archaeological site; of these, 67% were female. Perpetrators of remarks included superiors (37%), peers (41%), subordinates (10%) and those unaffiliated with the fieldwork (12%). Respondents' status at the time of the incident included all types of archaeological roles, but were primarily college students (21%), graduate students (23%) and field technicians (28%).
- b. Of those who reported experiencing inappropriate remarks, 50% said there was no mechanism in place to report it.

- c. In answer to the question “Have you ever experienced unwanted sexual contact?” 13% responded yes (note: this number has remained fairly constant while the survey is open). Of these, 22% felt they could not safely fight back. Perpetrators included superiors (42%), peers (38%), subordinates (14%), and those not affiliated with the fieldwork (6%). Rank of victims at the time of the incident included multiple archaeological roles but were again primarily college students (15%), graduate students (38%) and field technicians (29%).
 - d. Of those who reported unwanted sexual contact, often no response or redress was offered by those in charge. Two people reported not receiving calls for more jobs from the company in which they reported it; five people left archaeology, and 23 stayed in the field but changed the job they were doing as a result (e.g. fieldwork to labwork). At least 3 people reported that their offenders had a history of inappropriate behavior, and that it continued after they reported it.
 - e. In terms of effects of sexual harassment, 14% of respondents reported effects on their career as a result of sexual harassment; these included insecurity about abilities and career future, and fear of safety on the job.
9. Reporting of Results: The committee is presenting a poster on Thursday morning in the field reporting preliminary results of the survey. Meyers accepted an invitation to sit on a Gender in Archaeology panel organized by the SEAC Student Affairs Committee on Friday afternoon. Although the panel is an open-forum, she was asked to prepare a brief presentation about data results for audience members. The survey will remain open until approximately one week after SEAC is over, to generate any additional responses as a result of these presentations. Once the survey is closed, committee members will write a report for the SEAC Board detailing the survey findings and also an article for publication in SEAC. This report will include suggestions for addressing the issue of sexual harassment in the field.

Respectfully submitted,

Maureen Meyers, chair
Tony Boudreaux
Stephen Carmody
Victoria Dekle
Elizabeth Horton
Alice Wright

New Business: Treasurer:

- a. Maney- remove the advertisement for individual subscriptions from their website

Maney is currently advertising an individual subscription rate of \$75 on their website. Rachel Young with Maney had asked us in May whether we were okay with that (see email below – I have highlighted in yellow, but she had used the bold print). TR forwarded the message to the Board for discussion. It did not seem to be much of an issue at the time, but with the cost of Maney's subscription so much higher than our membership rate, it is a bit unseemly.

From Rachel's email below, it appears that we have an option to request that they do not advertise the individual rate. If the Board agrees, I will make that request.

From: "Kidder, Tristram" <trkidder@wustl.edu>

Date: May 6, 2014 at 11:23:16 AM EDT

To: "Pluckhahn, Thomas" <tpluckhahn@usf.edu>, "Gregory Waselkov" (gwaselkov@southalabama.edu)" <gwaselkov@southalabama.edu>, "Jane Eastman" (jeastman@email.wcu.edu)" <jeastman@email.wcu.edu>, "Renee Walker" (walkerr@oneonta.edu)" <walkerr@oneonta.edu>, "Kandace D. Hollenbach" (kdh@utk.edu)" <kdh@utk.edu>, "Cordell, Ann S" <cordell@flmnh.ufl.edu>, "Dr. Elizabeth Reitz" (ereitz@uga.edu)" <ereitz@uga.edu>, "Henry, Edward" <edward.henry@wustl.edu>
Cc: "Patrick Livingood" (patrickl@ou.edu)" <patrickl@ou.edu>, "Phillip Hodge" (Phillip.Hodge@tn.gov)" <Phillip.Hodge@tn.gov>, "Eugene Futato" (efutato@bama.ua.edu)" <efutato@bama.ua.edu>

Subject: FW: SEAC integration and Maney contacts

All,

One more matter. Maney wants to know if we want to separate subscriptions from membership (see below). Right now membership=subscription. However, it is possible to offer only subscription. If I am correct, regular membership is \$35 (\$37.50, online) and the subscription would be \$33. The cost differential is scant and the Conference could benefit by a few more \$\$\$. I'd be inclined to keep the system as is but welcome your thoughts. TR

From: Rachel Young [<mailto:R.Young@maneypublishing.com>]

Sent: Friday, May 02, 2014 2:01 PM

To: Kidder, Tristram

Subject: RE: SEAC integration and Maney contacts

It's just whether you want to direct everyone to membership or not. I imagine there may be people ***not*** based in the south-east who will want the journal but will not necessarily want to be a society member as they aren't local.

Rachel Young, FRSA

Executive Publisher, Archaeology & Heritage

Mob: +44 (0)7717 682582

From: Kidder, Tristram [<mailto:trkidder@wustl.edu>]

Sent: 02 May 2014 19:58

To: Rachel Young
Subject: RE: SEAC integration and Maney contacts

Rachel,

Thanks for the information and for working with us on this transition. I expect mostly it will be smooth but there will be a few bumps. I will respond to your question as soon as I've checked with my colleagues. I can't think of a reason to not advertise the individual subscription rate but perhaps I lack imagination.

TR

From: Rachel Young [<mailto:R.Young@maneypublishing.com>]
Sent: Friday, May 02, 2014 1:03 PM
To: Kidder, Tristram
Cc: Pluckhahn, Thomas; Jennifer Collinson; Denise Feeley; Samantha Green; Emma Woodward
Subject: SEAC integration and Maney contacts

Dear TR,

As you may have gleaned from my previous correspondence with Tom, and Gaynor's email, management of SEAC has now been handed over to me as we start the integration process. I look forward to working with you and the rest of the SEAC team to integrate the journal and build its profile and subscriptions at Maney.

I will be coordinating the integration and will be your main contact for general matters and editorial development. This seems like a good time to give you the details of the complete publishing team for the journal.

Jennie Collinson (j.collinson@maneypublishing.com) is the Senior Marketing Executive in charge of marketing and will be in touch in due course, particularly regarding promoting the journal and other Maney titles at your annual conference and coordinating announcements regarding the journal.

Samantha Green (s.green@maneypublishing.com) will be your production contact while the journal is integrated. She will then hand over to a designated Production Editor once the journal is set up on Maney's production systems.

Denise Feeley (d.feeley@maneypublishing.com) will handle the integration of member and institutional subscriptions into our systems, handing over to Emma Woodward (e.woodward@maneypublishing.com) once the journal renewals are underway.

Subscription transfer

An acquisition announcement has been sent out to all subscription agents. The institutional subscription list will shortly be fed onto our subscription system.

Is the society happy for us to advertise the individual subscription rate or would you prefer us not to?

I will check through the gratis lists and reduced subscription lists and check that we are clear on who belongs where.

Website build

You may have seen from the email to Tom and Betsy that MAC Inc. are happy to provide advice on setting up a members' only area on your website. Tom has John Doershuk's contact details.

I will be updating Tom and Betsy monthly after we review integration internally. Let me know if you would like to be included in those conversations.

Do let me know what SEAC would prefer regarding the individual rate.

I look forward to hearing from you.

With best wishes

Rachel

Rachel Young, FRSA

Executive Publisher, Archaeology & Heritage

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Email: r.young@maneypublishing.com

- b. moving the EMA funds (\$42,800 - this is separate from our \$38,480 money market account that we use for operating expenses) to a different set of mutual funds

SEAC has two separate buckets within our Merrill Lynch account – one for operating expenses (Money Account), and one for a mutual fund. According to Paul Welch, the Merrill Lynch account was opened in 1995, and the second bucket originally started as a set of CDs – a way to invest the portion of SEAC's funds that were not actively used for operating expenses. Over the years, as CD rates dropped dramatically, this bucket shifted into mutual funds.

Our Merrill Lynch advisor has recently proposed changing mutual funds, and so the question of what to do with this bucket arose. Our current mutual fund is about 2/3 fixed income (e.g. bonds) and 1/3 equity (stocks); we pay 1.7% annual charge. The advisor recommended switching to an account that is more like 1/3 fixed income and 2/3 stocks, with a 2.0% annual charge. This is both quite expensive and riskier than I am comfortable with.

So I recommend consolidating our investments in Vanguard, and bringing the question before the Investment Committee about the type of mutual fund to invest this bucket in. The benefits of this approach are: SEAC's total investment funds could be managed as one portfolio, with suggestions made by the Committee in light of SEAC's overall portfolio; Vanguard's charges are much lower.

I recommend that these funds be kept separate within Vanguard from the Life Funds. The Life Funds serve as a quasi-endowment; this second bucket should continue to be a safety net for the operating expenses. As such, it should probably be invested in a mutual fund that is heavily weighted toward fixed income (bonds).

- c. discuss what we might want to do with the Life fund, now that we have roughly \$200k in that account

Now that we are nearing the 20-yr anniversary of the Life Fund (started in 1998), and now that we have hit a large milestone in that account, and considering that SEAC has not ever tapped into that account (with the exception of the \$7000 for the website that remains in the account), the question arises: to what end would SEAC like to put these funds?

There are at least two issues: one, how much to spend; and two, what to spend it on.

- (1) The Board is currently allowed in the Bylaws to spend up to the amount of the return on the investment from the previous year. For example, we earned \$18,372.68 in FY2013 (10.4% return), so we could spend up to that amount in FY2014. However, this rate is variable and fluctuates with the market. If we want to set up a standard yearly amount, we should aim for a more modest rate of return.
- (2) Which brings up the question of what to spend it on – an annual scholarship? Prize? Research fund? Fixed amount or varying yearly depending on available funds? Do we want to take recommendations from the overall membership, or just from our standing committees?

I recommend that we start taking steps to answer these questions.