

The American Schools of Oriental Research
Executive Committee Meeting
February 26, 2000
Minutes

PRESENT: P.E. MacAllister, Joe Seger, Nan Frederick, Holland Hendrix, Al Leonard, Dick Scheuer, James F. Strange, Jerry Vincent, and Ingrid Wood.

ALSO PRESENT: Rudy Dornemann, Executive Director, Holly Andrews, Assistant Director, and Billie Jean Collins, Director of Publications.

1. **CALL TO ORDER** by P.E. MacAllister, Chairman of the Board of Trustees. The Chairman took a moment to congratulate the Secretary, James F. Strange, for a timely and accurate production of the minutes of the previous meetings.

2. **PREVIOUS MINUTES:** It was noted that John Camp is a writer of non-fiction and fiction. The minutes were so corrected.

Martha Risser as representative. The motion was moved, seconded, and PASSED UNANIMOUSLY.

Joe indicates that we will follow through with the full Board with three names as Board Elected Trustees of the class of 2003, namely, Ritterspach, Ruffner, and Jerry Vincent.

Joe lead a discussion of reformulating Board Committees, to wit:

The Finance Committee is presently chaired by Ingrid Wood, Treasurer, with Jerry Vincent, P.E.

Wyndham Hotel Saturday evening and Sunday morning. ASOR has arranged for give-aways such as a Swiss army knife, rulers, jar grip, letter openers, etc. The Publication Office handled announcement in the ASOR Newsletter beautifully under the leadership of Billie Jean Collins. Materials went up on the ASOR web site as well. Rudy Dornemann added that Alice Pickering, Lee Seaman, and Giraud Foster have also been helping a good deal. The Commemorative Program Booklet needs more sponsorships, though some have been contacted already. SBL will sponsor one full page. PFI has been helpful, interviewing string quartets and photographers. A caterer (Well Dunn! Catering) has been selected. We have a few responses from institutional affiliates for sponsorships as Founding Institutions for a New Century.

The Centennial History book project will not be completed in April, but will be for fall meetings. Dig Directors are being encouraged to furnish slides. The Public Relations initiative is in progress, including brochure, press releases, and press packets.

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raising, publications, as well as special event sponsorship. The Finance Committee had previously agreed to adopt standard accounting disclosure on a go forward basis for all external reporting. The Executive Committee also reaffirmed the internal monthly financial reports should be simplified to mirror the accrual basis external reports. It also requested that separate budget reports be used for internal reporting.

Rudy Dornemann reported on the December 1999 and January 2000 month-end actuals. Notable items are that Trustee giving is healthier than last year (74% of estimate of \$96,500) and Centennial Program expenditure is expected to begin soon. Rudy Dornemann reported on the anticipated Centennial Program income and expenses, and the head count assumptions regarding the Centennial program. These projections will need to be monitored and revised if head count assumptions are not borne out by March 15, 2000.

Billie Jean Collins, Director of Publications, reported on the financial status of the Publications, including moneys, which are to be transferred from Scholars Press. Billy Jean Collins also presented a preliminary inventory valuation of ASOOr5 ifk ald rjournalr 72.024 501.79 Tm0 g0 G

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7. **PUBLICATIONS REPORT:** Al Leonard gave a written report handed out at the meeting. It was moved by Al Leonard and seconded as follows:

BE IT RESOLVED that ASOR approve the contract with Brown as presented. The motion was moved, seconded, and PASSED WITH ONE ABSTENTION,

8. **THE COMMITTEE ON ARCHAEOLOGICAL POLICY** sent in a written report. Joe Seger congratulated David McCreery in absentia for his hard work and patience.

9. **THE ANNUAL MEETING REPORT** was passed out in printed form to the Executive Committee.

10. **EXECUTIVE DIRECTOR'S REPORT:** Rudy Dornemann recounted that the Centennial occupies much time. He mentioned that ASOR Staff is working with the alumni magazine of Boston University on the ASOR Centennial. The Boston University Bridge had an article on the Centennial. A television program with Boston University is in the planning. Billie Jean Collins and Rudy went to Mystic to talk with World of the Bible. They also met with Jim Henderson of Academic Services about the Member Subscription Services. Time was also spent on finances with the Treasurer, Ingrid Wood. Dr. Dornemann sees a need to rework hours in the office so that all of initial work is in house so as not to use or misuse the Accountant. There exists a draft statement of indemnification for the ASOR lawyer. There is good news in that the Kress Foundation has agreed to 2 Tf1 0 0 1 291.41 515.11 Tm0 g0 G(The)5(B)7(oston)-2(Unive)4(rsit)-21 fs1 Tyer.