

FIFE FIELD ARCHAEOLOGY NETWORK (FFAN)

MINUTES OF COMMITTEE MEETING

Thursday 11th October 2018

Present: Anne Campbell, Eric Franz, Veronica Laing, Bob Nicholson, Joy Nicholson, John Marshall, Lynn Marshall.

Apologies: Joe Fitzpatrick, Roy Marsden

1. Election of Committee members: the following members were appointed:

Chairman: Joe Fitzpatrick*, proposed by John, seconded by Lynn

Vice-chairman: John Marshall, proposed by Bob, seconded by Veronica

Secretary: Anne Campbell: proposed by Veronica, seconded by Lynn

Treasurer: Lynn Marshall, proposed by Veronica, seconded by Anne

In addition, Oliver O'Grady (OJT Heritage), Ellie Graham (SCAPE), and David Munro (Kinross Museum Trust) were adopted as Honorary Members.

Other roles agreed were:

- Joy will be responsible for developing and maintaining the group website.
- Veronica will co-ordinate the group's social media presence on Facebook. The current Lochore Castle Dig Chat page on Facebook will be adapted for FFAN.
- Eric to act as future walk co-ordinator. The role will include keeping track of suggested walks put forward by members, scheduling walks and liaising with walk leaders.
- Bob will act as membership secretary, monitor membership forms and continue to add members to the FFAN mailing list as required.

*As Joe was elected in absentia, John as Vice-Chairman will contact him to confirm he is happy to accept the role.

2. Group Constitution

Bob and Joe have drawn up a draft constitution for circulation. Some additions were suggested at the meeting, and Bob agreed to amend the document before distributing around the group for approval. Joy will also create a committee email for inter group communications.

Action: Joy to create email alias for FFAN committee members, & Bob will distribute the draft constitution.

Possible insurance issues were raised about walks that might be organised by the group once it is constituted, and what liability if any the committee might incur. Eric offered to look into this further.

Action: Eric to look into insurance issues for public liability.

3. Membership

Alastair Rees (ARCHAS Heritage Ltd) and Peter Klemen (AKD Archaeology), project leaders on the East Moat Hill Excavation, have asked to be included in FFAN's mailing list.

Joining the group

There was some discussion about how to proceed with opening up membership of FFAN. Some reservations were expressed about opening up membership to the wider community too early before the group had consolidated, but it was felt there was no reasonable mechanism for vetting membership. The group constitution when adopted will limit membership to those who have been on an archaeological dig or have an active interest in archaeology anyway.

At the moment, anybody expressing an interest in the group will be added to the existing FFAN mailing list, and it was felt many people now and in the future would be happy just to remain on a mailing list and receive news/updates.

People will also be offered the opportunity to join the group as a member by completing and submitting a membership form. Joy has offered to adapt a membership form for FFAN use. When the form is approved, Bob and Veronica can contact people currently on the mailing list and those following the Lochore Dig Facebook page respectively and offer them the choice of signing up as a full FFAN member if they wish.

Action: Joy to distribute a membership form to group for approval.

Bob and Veronica to offer membership of the group to relevant parties.

Fees

At the moment there are no significant expenses for the group, so a membership fee was not considered necessary. This might change as the group develops, e.g. necessity for group insurance, transport hire etc... Alternatively, including a voluntary donation might be an option for individuals when joining.

4. Next Walk

The next walk is planned for the last Sunday in November. The proposed venue is Roy's suggestion of Creich Church and Castle. Eric will contact Roy about the organisation for this, and discuss arrangements for meeting etc.

Action: Eric to circulate date, time and meeting place for next walk when available.

Next Meeting

The next committee meeting will be scheduled after the group walk in November has taken place.