

**Society for Archaeological Sciences**  
**General Secretary's Report, 2011**  
**Presented at the SAS annual business meeting, May 31, 2012**  
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Calendar year 2011 was the ninth full year for the General Secretary's office at Franklin & Marshall College.

The General Secretary (GS) is responsible for the membership database. We are using Microsoft Access. The database now has emails entered for 272 out of 275 members. The GS manages this software himself. Finances are tracked using Quicken software along with the use of Excel. Several lifetime members were dropped from the membership this year after not responding to either email or mail entreaties.

Banking is done through a checking account with the Bank of America. Credit card charges are made through touch-tone phone. PayPal has been used for 172 out of 193 payments (almost 90%!) in 2012. The corporate headquarters for SAS is still at Riverside. Royalty payments from Springer are electronically deposited into the SAS bank account.

Franklin & Marshall College has generously provided assistance to the Society. There is no charge for secretarial help when it is needed. There is no charge for long-distance phone calls, postage for the occasional mail item, or small volumes of copying.

The GS has stopped contributing to the SAS blog (<http://socarchsci.blogspot.com/>), but continues to update the wiki (<http://sites.google.com/site/saswiki/>) on behalf of the Society. Rachel Popelka-Filcoff and Destiny Crider co-authored the blog this past year. The blog has recently averaged one entry every three weeks. The wiki has recently average about seven entries per month.

The GS is proposing at Leuven to organize ISA 2014 in Philadelphia at Drexel University. This assumes some logistical and a little financial support from SAS, in which case SAS would be billed as a sponsoring organization.