

Society for Archaeological Sciences
General Secretary's Report, 2012
To be presented at the SAS annual business meeting, April 5, 2013
Rob Sternberg, General Secretary
rob.sternberg@fandm.edu

Calendar year 2012 was the tenth 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 all individual members. The GS manages this software himself.

Banking had been done through a checking account with the Bank of America; credit card charges were made for this account through touch-tone phone. Early in 2013, the Bank of America accounts were closed and funds transferred to Fulton Bank, based in Lancaster County. Fulton provides the benefits of working with a smaller, local bank, such as personal contacts by phone or during personal visits should problems arise. Fees seem to be less overall than with Bank of America. Credit card charges will now be done via web site.

American Express accounts were closed early in 2013, and AE will no longer be an accepted method of payment, since only one member used this service in 2012, and one in 2011.

In 2012, payments were made as follows: cash (2); American Express (1); check (26); subscription services (10); awards (4), lifetime no-payments (44); credit card (20); PayPal (214, or 67% of members, 77% excluding lifetime members).

The corporate headquarters for SAS is still in Riverside, California.

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 is on the local organizing committee for ISA 2014 in Los Angeles. This may facilitate interactions between ISA and SAS, and enable some combined SAS membership-ISA registration arrangement.