



**Society for Archaeological Sciences**  
**General Secretary's Report, 2016**  
**Prepared March 17, 2017**  
**SAS annual business meeting, March 31, 2017**  
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Calendar year 2016 was the 14<sup>th</sup> full year for the General Secretary's office at Franklin & Marshall College. I retired from my faculty position in the summer of 2016. I am willing to continue to serve at the pleasure of the Board as GS until 2018. Based on the heavy workload, I would recommend that the a separate SAS Board position of Treasurer be re-created. The GS could then function on maintaining the membership database, running the annual renewal process and the biannual elections, and other general business of the Society. The Treasurer could take care of financial matters: processing member payments by PayPal and check; writing checks for the *Bulletin*, for journal subscriptions, for awards, and for other miscellaneous payments; preparing the annual statement of financial position and the annual budget.

For the membership database, we are still using *Microsoft Access*. I experimented in 2016 with using the online membership software *memberplanet* for some of the database functionality, such as letting members check and update some of their own information, providing easier access of the database to other officers, and enabling integration of the database with email. I judged this software to not be flexible enough for our use. In 2017 I will return to exploring the use of the online membership software *Wild Apricot* for this purpose, at a cost of about \$840/year. Among the advantages, this will enable members to check and modify their membership status.

Banking is done with Fulton Bank, Lancaster County, Pennsylvania. Credit card charges have been processed via a web site, but this capability was discontinued in February, 2017, because of the high cost and low use; credit card payments can be processed via PayPal. The corporate headquarters for SAS remains in Riverside, California.

**MEMBERSHIP CATEGORIES**

	2017 (as of 3/13)	2016	2015
Regular	134	160	181
Student/retired	48	59	71
Lifetime (new)	63 (1)	64 (2)	64
Institutional	5	11	12
<b>TOTAL</b>	<b>250</b>	<b>294</b>	<b>328</b>

**OPTIONAL JOURNALS**

	2017	2016	2015
Paper Bulletins	31	60	91
<i>JAS</i> (paper)	39	47	56
<i>ARCM</i> (paper/electronic)	23/6	20/11	38
<i>AAS</i> (paper/electronic)	9/12	14/8	24

PAYMENT METHOD

	2017	2016	2015
PayPal	170	193	222
Visa/Mastercharge	7	11	18
Check	12	17	25
Subscription service	2	8	9
Gift	2	8	2
Lifetime (no payment)	57	57	52
TOTAL	250	294	328

MEMBER COUNTRIES

	2017	2016	2015
USA	147	169	196
Canada	15	19	21
Non-USA or Canada	85	106	111
UK	18	23	25
Europe (non-UK)	45	51	52
Australia/NZ	7	11	13
Asia	8	10	10
Africa	2	2	2
Mexico/South America	8	9	9
TOTAL	250	294	328