



AIA Business Meeting

10 AM – 2 PM CST

Saturday, June 15, 2024

Attendance options:

- In person, Office of the State Archaeologists, 700 South Clinton Street, Iowa City, Iowa
- Via Zoom

<https://uiowa.zoom.us/j/94979847334?pwd=MjUvNDE3U0dtndkY1ZkMnE4djhGdz09>

Meeting ID: 949 7984 7334

Passcode: 750678

One tap mobile

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1. Call to Order – called to Order at 10:05 am

2. Minutes from 2023 – Approved

3. Treasurer's Report

- \$3,398.03 – current amount
- -96 for website
- 62.53 for food
- 64.00 PO Box

4. Secretary's Report

- 5 new members -Sam Murphy, Ryan Hechler, Tarah Marks, Megan Stroh Messerole, and Kelly Wolf

5. Old business

5.1 Fort Atkinson project update – Kathy gave a short presentation and update showing before and after photos; should be completed this year

5.2 On-line payment options? – Elizabeth sent options out; needs to be reviewed; By October need to start to have a plan put together; By Board meeting a plan will be produced and presented to Board for comment

5.3 No till farming and lack of adequate surface visibility updates? – Just because its an ag field; does not mean it will have adequate visibility and will need to adapt to these conditions; however this could drive up the cost and clients will not like this; How to best identify sites in low vis ag fields; create and implement a probability model; problem with this is that we have such variability in survey coverage there is just a lot of under surveyed portions of the state and floodplains; need to be in line with CFR 800.4; depends on field health; have a guidelines committee for changes to the guidelines; send out the

idea to programs and universities to see if there is interest in researching this topic; 35% adoption of no till in Iowa (not equally across the state); Megan will try and track down some numbers with the NRCS

#### 5.2 Other?

### 6. New business

#### 6.1 Website Updates

How to update (Angela and Eleisha?)

- Need a new platform for the website; current one continues to break; needs to be updated; will try to put online payment option as a part of it.

#### 6.2 Google Workspace for shared documents

Does anyone know where the 503 (c) 1 form might be?

- Have one place for documentation
- Eleisha will check to see if its in the website scanned documentation

#### 6.3 Bylaws change, Board member nonresponsive, designated fill in for remainder of term

- Approved to remove Bryan Kendall as the member-at-large
- Approved to instate Cindy Nagel as the member-at-large
- Need something in the Bylaws for replacement board members; should also mention that a quorum is needed

#### 6.4 New position: Committee Wrangler (At Large or part of Secretary's duties?)

- Should be a President-Elect duty
- Bylaw Language for splitting Secretary and Treasurer positions needs to be submitted for review

#### 6.5 Legacy collections, repository space, and discard guidance

- What happens when you find artifacts from legacy collections; how do we deal with these situations; if no paperwork or budget for the collection how is it supposed to be handled? County Conservation offices; local historical societies; how do you donate something if you don't have a record of donation; chain of custody is broken and no statute of limitations on ownership of the archaeological collection; artifacts transfer ownership with selling of land; agency involvement is also significant; what about undiagnostic historic artifacts? – once landowner issues have been resolved; can the whole collection be discarded if undiagnostic or does a representative sample need to be kept and sent to repository? Need to find eligibility and if SHPO concurred; have photo documentation of artifacts that are going to be discarded; make effort to find landowners and agencies; touch base with SHPO – document the process prior to discard; fill out supplemental site form; guideline language should be put together and sent to committee
- Dan Higginbottom would like to be moved to adjunct status; approved

### 7 Committee Reports

Please state who is the chair/head of each committee – please select a chair/head person so President-Elect knows who to contact

7.1.1 Scholarship – Brennan Dolan is Chair; wording has been agreed upon; next steps draft application form; need to talk about funding

7.1.2 Guidelines – no official chair; Dan moving to adjunct is no longer on committee; Brandon Scott will be on committee now; have not received any suggestions; open until August 1<sup>st</sup>. Guidelines should be most up to date on website; must be specific language submitted to committee

7.1.3 Historic Context – never been any movement; Joint movement on Historic Farmstead Context; currently in 60-day review; approved to dissolve committee

7.1.4 GIS – Angela Collins, Chair; OSA is switching from ArcGIS to ArcGIS Pro; still update project area shapefile; if you have appropriate GIS to add to this then you should send it; has not met

7.1.5 Preservation Advocacy – did not meet; Kathy Gourley, chair

7.1.6 CRM In Schools – good email exchange; Veronica Mraz, chair; Gina Munson; Janee Becker; Cindy Nagel; John Doershuk; Colleen Randolph; Warren Davis; Marlis Muschal

- Bylaws Committee – approved for creation; Members – Cindy Nagel; John Doershuk; Janee Becker; Gina Munson; ask for suggestions in March to general membership; discuss and refine language; send out to general membership 60 days prior to business meeting via listserv

## 8. Agency Updates

### 8.1 SHPO

- SHPO physically moved to IEDA in December 2023. We are no longer at the historical society. We are now a part of the IEDA legal department. We continue to work collaboratively with the State Historical Society of Iowa (SHSI) on many projects.
- All our paper files (NADB, HADB, Inventory Forms, etc.) are being digitized. The process is taking some time because there was a lot of paper. We have no idea when that will be complete, but we hope to be able to provide everything we have to consultants in a digital format.
- We finished the Preserve Iowa Summit last week. There was an absence of archaeological topics. I would like to increase the number of archaeological presentations so that we can highlight more than the preservation of properties from the last 150 years. What can SHPO do to encourage more active participation from AIA members? Please let us know ([branden.scott@iowaeda.com](mailto:branden.scott@iowaeda.com)).
- Dan and Berry retired. We hope to have an archaeologist in place in early July. We are still in the process of hiring a built environment reviewer position, who will focus on tax credits. If you have inventory questions, reach out to Penny Wilcoxson ([penny.wilcoxson@iowaeda.com](mailto:penny.wilcoxson@iowaeda.com)) or Lorinda Bradley ([Lorinda.bradley@iowaeda.com](mailto:Lorinda.bradley@iowaeda.com)).
- We were making progress on the GIS backlog. And then Dan retired so progress slowed. We are hoping to get back to it once the new hire is in place. We are giving data to OSA a couple of times a year. If you want the GIS survey layer, please make a records request and we will see what we can provide. FYI: We only map surveys that meet Phase I (or above) standards. Reconnaissance/Phase IAs do not get mapped, although we do keep copies in our IADB system.
- The OSA TR Layer in I-Sites does not necessarily represent reports/surveys that SHPO has reviewed or agreed with. If you have a question about our thoughts on a survey

from that layer, ask. In that regard, archaeological site forms give a consultant recommendation on eligibility, not the SHPO opinion. If you have a question, ask, because this database on I-Sites has not been updated in a long time and I'm not sure if/when an update will occur.

- It is no longer NADB. It is IADB. And really, we don't need the form as long as pertinent information is present in the report. This information is filled out in our system after report review. There were too many people doing the form in different ways, and it was making the database unsearchable for many of the fields.
- We are anticipating a lot of broadband fiber projects across Iowa. If you are looking at these, SHPO recommends projects follow the FEMA guidelines for reconductoring projects as most of these are within ditches with a narrow-cut trench. Please make sure to work with whomever hired you, as the federal agency determines what is sufficient survey, but the FEMA methodology is what SHPO has been recommending to agencies.
- We are still reviewing significant number of undertakings, averaging about 150 Section 106 projects/month with an average turnaround time of 11.6 days.
- We notice a backlog for people finding archaeological and architectural history consultants to undertake survey work. We are open to suggestions on how to support filling the need for these roles. If we can help, let [heather.gibb@iowaeda.com](mailto:heather.gibb@iowaeda.com) know.
- CLG grants are still a thing, and we encourage research into archaeological topics. The more research-focused, the better. HRDP grants were paused for the year due to realignment issues. CLG grants reside with SHPO. HRDP grants reside with SHSI.
- The role of SHPO in State-owned historic properties became vague after the realignment and code changes. The role of review for effects to historic properties owned/managed by the state continued to reside with SHSI, but they had no qualified staff to review projects. State agencies continued to work with our office nonetheless and code changes will be completed in July to return this consultation role back to the SHPO.
- Role of consultant in the 106 process: We would like to reiterate that it is the federal agency that makes a determination of effect, which includes thinking about more than archaeological resources. They must also consider above ground and the results of tribal consultation. So please refrain from making recommendations concerning determinations of effect.

#### 8.2 Iowa DOT

- Bridge Survey status – currently on track to finish by end of 2025
- Project Volume – 2023 numbers were about 135% of rolling five year average and continue to grow

8.3 NRCS – Should have a 2<sup>nd</sup> archaeologist on staff in the fall; NRCS request for quotes went out but have not heard results yet;

#### 8.4 DNR

8.5 OSA – series of position changes; Elizabeth has a book coming out

8.6 Others? USDA? COE? – USACE is looking at rescinding Appendix C; may have major implications to how they are doing business

#### 9. Other Business

MWAC is going to be in Milwaukee in October

- Online consultant list – has to have one in good standing member; this will come to update
- Must be IAS member as well to be AIA member in good standing; end of September for membership renewal; updated results will be in October

#### 11. Voting

11.1.1 President-elect – James McGrath-Seegmiller; approved

11.1.2 Member at Large – Warren Davis; approved

#### 10. Adjourn