



# GRAPHIC ARCHAEOLOGY



NEWSLETTER of the ASSOCIATION of ARCHAEOLOGICAL ILLUSTRATORS & SURVEYORS



The future of  
the AAI&S is  
in your hands

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# Council Matters

## A message from former Chairman, Steve Allen...

Following our first council meeting of the year I am pleased to report that Drew Smith has taken over the role of AAI&S chair. Congratulations to Drew and I wish him well, as he will do a fine job. Thanks to all who have worked with me on council in recent years. I will not be disappearing entirely, as until the decision on the merger is reached, I am doing the job of treasurer and assisting with the merger procedures.

Elsewhere in this issue, you will find more news on the progress of the merger and more specifically, the discussions we had at the AGM, diligently recorded by Alix and published here.

Progress since the AGM has been steady. The AAI&S accounts which have been in something of a sorry state are now organised and up to date. The balance sheets that should have been prepared for the last two years have been created and are included here with a Treasurer's report covering the last two years. We can now check on members' subs status and use that information to establish which subscriptions are up to date and therefore who is eligible to vote in the merger ballot. We also, at last, have accounts that can be inspected as part of the Due Diligence process by the IfA and I sent these off at the beginning of November.

It has become apparent that there are some misunderstandings about why AAI&S is discussing a merger with the IfA and despite all that has been written previously, there is still an unwillingness to understand the reasons for merger. Firstly, some believe that this is only about making administration easier. This is not the case. While it is true that admin sucks up a lot of time and effort that could be better spent on other things this is not a major concern. Even if we had the money to pay someone else (whoever that might be is not addressed) to do our admin, what would we do then?

In the past few years we have made a serious effort to raise the profile of the Association, with stands at conferences and day schools, promoting our own conference, pieces written for other publications, sending representatives to meetings, trying to engage with other bodies, such as the Medical artists, the Samian working group and the Museums Association. This has met with a significant lack of success. Membership and conference attendance does not rise. Written articles do not get published. Letters to the chairs of the Medical Artists Association and the Museums Association get no replies. Even our own patron did not reply to an invitation to the Bristol Conference.

We have to face up to the fact that AAI&S is not perceived as having any influence or credibility beyond our own immediate circle of members. Indeed I half expect a piece I wrote in 2009 for Current Archaeology on what the AAI&S

does, emphasising the professional aims, standards and accreditation systems we have, to end up edited into the 'quaint volunteer societies' page in the end of the magazine. In my own view, if the merger with IfA does not go ahead, that is where the Association may very well end up.

Membership of the Association means a lot to our members. We all know that Full membership means you have passed a rigorous and critical assessment of your particular specialist work. Yet outside our membership, what does it mean? Discussion outside AAI&S about the merger seems to show that a lot of people think it is very easy to pass assessment, with the implication that our standards are not very high. There are complaints from those who have colleagues who get MAAIS status after only a year with their current employer. It never seems to occur to the complainant that their colleagues might actually have gained a lot of experience before starting their current job - or that they could just be exceptionally good at it!

Having passed the assessment though, we know the people concerned are very good - but how does this translate into employment terms or status? I cannot remember the last time I saw a job advertisement that mentioned membership of AAI&S as either a condition of employment or as something desirable. It is evident that many employers - and that means archaeological managers - do not know what membership of the AAI&S means or do not give it sufficient weight.

If we want to have our specialist skills more widely recognised, if we want to see arch graphics better represented within the archaeological profession we cannot stay as we are. On our own we are too small to influence anything or anyone. Working as part of - and most importantly being members of - the IfA, we will be better placed to make our views known, to have our concerns voiced and to affect the future development of the whole profession - not just our part of it. As professionals, we must do this. We can represent the interests of archaeological graphics much better as part of the IfA than we can outside it.

Three years ago I would not have thought merger with IfA would be possible and I would certainly never have considered joining myself. All of that has changed. Time and again I have attended different meetings and heard different representatives of IfA say exactly the same things I have said or intend to say. To me, it is clear that we have the same concerns, the same aims, and the same goals. And the IfA has more weight with, and better access to, the people we need to address if we want to be sure that our concerns as archaeological graphics specialists are not marginalised or ignored altogether.

Steve Allen



### ...and from new Chairman, Drew Smith.

Dear Members, I am delighted to have been voted in as Chair of the organisation at the council meeting in November and I look forward to representing the association to the best of my abilities. My thanks go to Steve Allen for his warm words and on behalf of the entire AAI&S membership; I would like to thank Steve for his unstinting work as the previous chair over the last three years. I would also like to thank him for his recent efforts in updating the financial record, ably assisted by Deirdre Crone, Lesley Collett, Margaret Mathews, Alix Sperr and Laura Templeton. The position of treasurer is now in his safe hands.

Other changes to the council involve Jennie Anderson taking on the newsletter production and Peter Moore looking after and developing the website. This newsletter will be the first to be distributed predominantly as a PDF, a move that will streamline production costs and reduce the onerous task of stuffing envelopes and licking stamps!

Hugh Kavanagh has kindly volunteered his time to act as membership liaison officer and Colin Berks will be involved with survey and recording interests.

The content of this newsletter is of critical importance in deciding the future direction of the AAI&S. The coming months will see a full membership ballot process to decide on the proposal to merge with the IFA and disband the AAI&S.

Over the next few pages you will find comprehensive arguments both for and against the merger.

The common feature of both viewpoints is change. A merger with the IFA would inevitably involve radical change, beginning with the winding up of the AAI&S. A decision to remain autonomous would also be a precursor to extensive change, involving the development of strategies to increase the influence of the association. Subscription rates would need to be reviewed and would be likely to increase from the present low level. Retaining the AAI&S without any change is not an option.

Please become involved - either by joining in the debate through the AAI&S Facebook discussion site or by making your views felt on the BAJR forum (click on the 'Site Hut' and then type 'AAIS' in the thread search box). Some of the IFA member comments are very interesting!

Finally, by making sure you have your membership fees paid up to date and returning your vote you will directly influence the outcome.

Best wishes to you all for a happy and peaceful Christmas break and I look forward to working with you all in the coming year.

Kind regards,  
Drew Smith

## Council Members 2010



**Drew Smith**  
Chairperson



**Colin Berks**  
Survey & Recording  
(co-opted)



**Hugh Kavanagh**  
Membership



**Sarah Lucas**  
(co-opted)



**Alix Sperr**  
Hon. Secretary



**Rob Read**  
(co-opted)  
SIG Chairman



**Margaret Mathews**  
(co-opted)  
Assessments



**Mikko Kriek**  
Membership



**Jennie Anderson**  
Newsletter



**Peter Moore**  
Website Manager



**Laura Templeton**  
(co-opted)  
Publications



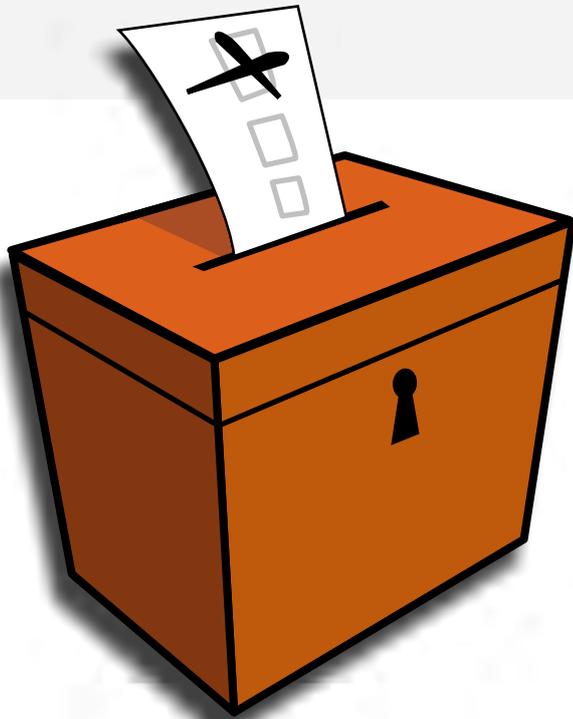
**Steve Allen**  
Treasurer



**Sara Nylund**



**Jacqueline Churchill**



### A note from the Editor

You will by now realise that we are arriving at a crucial and pivotal point in the AAI&S' history – and its future. The proposed merger with the IfA has created reasoned and passionate debate not only across the membership, as no doubt you will have witnessed if you attended the AGM in Lancaster this year, but also within the IfA itself.

Perhaps you will have been one of the many viewers of the forum discussion thread on the BAJR website (please find a link to the forum at the end of this section), or maybe you have contributed to the discussions on the AAI&S Facebook pages.

Wherever you have witnessed the debate, and whatever your opinion on the proposed merger may be, the time has come to make your voices heard. Ballot papers will be posted in the Spring (date t.b.c.) to all fully paid-up members. The future of the Association, and whether or not it is merged with the IfA, will depend on your vote.

Members will need to have renewed their membership for the current year by **1st February 2011** in order to be eligible to vote, so please remember to get your form and membership fees to us well before that date or you will not be able to vote. There is a membership renewal form included in this issue, or a form can be downloaded from the AAI&S website.

It is also essential that we have up-to-date contact information for our members, so please check that you have notified us of any changes of address or e-mail address.

Included in the next few pages you will find an outline of the IfA's merger proposal, as sent by Peter Hinton, Chief Executive of the IfA, in a letter to Steve Allen, former AAI&S Chairman. Following that are three arguments on the proposed merger written by AAI&S members, each giving a different point of view. You will also find some commonly asked questions about the merger proposal, and corresponding answers. Members may also like to acquaint themselves with the discussions on the online forums already mentioned here.

Please take the time to consider carefully the information here presented. The future of the AAI&S is - quite literally - in your hands. Thank you.

Jennie Anderson.

Link to 'Proposed AAI&S and IfA merger' discussion forum on the BAJR website:

<http://www.bajrfed.co.uk/showthread.php?3239-Proposed-AAI-S-and-IfA-merger&highlight=merger>

AAI&S Facebook discussion page:

<http://www.facebook.com/topic.php?uid=13524370475&topic=13377>

## The IfA's merger proposal, as sent by Peter Hinton, Chief Executive of the IfA, in a letter to Steve Allen, former AAI&S Chairman.

I am pleased to report that IfA Council enthusiastically received a report on the negotiations we have been undertaking under the guidance of Rob Read, chair of our jointly sponsored Illustration and Survey Special Interest Group.

As our result of our negotiations, IfA Council wishes to make the following offer. In the event of AAI&S voting to wind itself up and transfer its assets to IfA, IfA would

- offer Member (MIfA) status to Fellows, Hon Fellows and those with MAAIS accreditation who agree to subscribe to IfA's Code of conduct
- offer Practitioner (PIfA) status to those with Licentiate accreditation who agree to subscribe to IfA's Code of conduct
- provide a simple form to allow Licentiate applicants for Associate (AIfA) status to express their competence, and invite ISSIG to set up assessment panels with appropriate IfA representation
- offer Practitioner (PIfA) status to those with Licentiate Graduate accreditation who agree to subscribe to IfA's Code of conduct

Additionally, IfA would offer concessionary membership rates to those who are presently AAI&S members and who have not formerly been IfA members

- in 2011-12 the appropriate current AAI&S rate plus 5% (unless the relevant IfA rate is lower), with Fellows and Hon Fellows paying the appropriate MAAIS rate
- in 2012-13 an additional £30 (unless the relevant IfA rate is lower)
- in 2013-14 the relevant IfA rate
- this offer would be closed to new take-up six months after the Association voting to wind itself up

Please note that as our subscription years are out of synch (ours runs from 1 April) early transferers would receive membership services free until 31 March 2011.

In order to effect a smooth transfer, Council undertakes, subject to there being an active Group

- to continue ISSIG as an IfA forum, under a new title if desired
- to offer, through the Group, guidance and feedback to illustrators and surveyors preparing applications for membership
- to run a dayschool as a substitute for the Association's annual conference
- to support a newsletter to continue the Association's current newsletter
- to support publication of professional practice papers
- to submit to an AGM a Standard and guidance on measured survey, subject to securing funding (a project proposal is being considered by EH)
- to host a website gallery, replicating that provided by AAI&S to allow Members to display their portfolios and contact details (excluding website address and promotional text)
- to consider the CPD, training and practice needs and concerns of illustrators and surveyors through its committees on professional training, working practices and Registered Organisations, and to ensure that IfA staff are adequately briefed
- to promote archaeological visualisation to other bodies within and beyond the sector where IfA has influence
- to showcase 'visualising the past' in the Yearbook or conference
- to continue to market AAI&S publications while they remain current
- to offer cooption of the Hon Chair or ISSIG to Council in 2010-11 to oversee the integration of AAI&S members into the Institute and to ensure that they have adequate services and influence

Finally, I should confirm that all the above is subject to a final due diligence check by IfA to ensure that we have a good understanding of the assets and liabilities we would be taking on. I know that you are preparing the relevant information for us in the form of up-to-date accounts, a list of debtors and creditors (including all members), and documentation relating to contracts and undertakings entered into (eg publications and conferences).

## AAI&S/ IfA merger: a positive step forward

The AAI&S since its formation thirty-two years ago has attempted to protect and enhance the prospects of its membership and to a limited extent has been successful. That limitation has been the inability to influence the wider profession and find a voice to express its membership's concerns, initiate discussion and establish high quality practice and a career structure for this specialist sector.

Over the years I have been involved in many of the discussions with IfA, negotiating a formal statement of recognition of professional status between the organisations, initiating enhanced co-operation in various areas of mutual concern and finally discussing the possibility of merging the AAI&S with IfA. When the IfA was formed my initial response was that it was extremely important that the AAI&S remained an independent body but over the past few years my view on the matter has changed.

The archaeological profession has developed rapidly with a move towards a more commercial approach to funding, the use of digital technology for both production and dissemination and significant changes to working practices, all of which have to some level impacted on our membership. The ability of the AAI&S to take part in discussions on relevant matters and influence policy either within the profession or nationally has proved ineffective whilst the IfA has become the focus for debate within the profession and on national and international initiatives. As a result some concern has been expressed, both internally and externally, over the ability of the AAI&S to act as an effective professional body.

I have come to the view that a merger with the IfA is not only desirable but essential if, as Illustrators and Surveyors, we are to be adequately represented but with one important proviso. To gain from this merger there must be those willing to take an active, representative role on behalf of the membership, interested in protecting and enhancing the prospects of both Illustrators and Surveyors and to encourage and support good working practice and standards. These are common goals to both organisations and in my view it is to the good of both the specialisms - and archaeology as a profession - that the membership has an active role in the determination of how these are achieved.

If the merger went ahead the AAI&S membership would be combined with the c.250 members of the IfA's Illustration & Surveyors Special Interest Group, a combined total membership of between 4-500 members, a not insignificant proportion of the overall IfA membership. If we go in with a positive attitude, willing to work within the IfA structure encouraging members to stand for election to both committees and full council we can, in my view, achieve a great deal more than remaining as a small specialist professional body and represent the membership more effectively.

The IfA Special Interest Groups have the right to represent specialist views to IfA Council or else advise Council on issues which have a specific relevance to their specialist areas. If you are an IfA member you can stand for election to a group's committee and be put forward for election to the Council and other procedural committees. By becoming an active SIG and having members contributing to the

decision making process and discussions of the organisation our concerns can be addressed and considered. There are no rights given that SIG members or officers automatically have representation on either Council or Committees but the democratic election process gives us the possibility of adequate representation across the organisation and the possibility for the first time to initiate constructive dialogue within the profession setting out our concerns over a variety of matters.

At present I am a co-opted member of both the AAI&S and IfA Councils and sit as Chair of the IfA Illustrators & Surveyors Special Interest Group. If the merger were to be approved and was to go ahead, it would be my intention to step down as Chair of ISSIG to allow the new combined membership to hold elections to appoint the three officers required by the IfA by-laws; Chair, Secretary & Treasurer (I am assuming that my fellow officers would be amenable). In theory the set-up of the ISSIG could, with the use of co-opted members, be organised along the same lines as the present AAI&S Council.

During the potential merger discussions there has been willingness on behalf of IfA to address many of the concerns raised by Steve & myself which would allow the new body, in the form of the ISSIG, to operate and provide services in essentially the same manner as the AAI&S at present whilst taking the organisational and administrative burden away from the Council members, allowing them to spend their freely given time on organising and campaigning on behalf of the membership.

The existing range of services provided to the membership will remain, perhaps with some changes to the form and the way they are delivered but they will also be enhanced by the services provided by the IfA. I have found during the negotiations that there is willingness by IfA to consider any changes that would improve services and procedures to its membership and to make it more representative to all areas of the profession. This is evidenced by recent changes within the IfA to get away from the image of a professional body merely representing the concerns of field archaeologists. As with any organisation these changes will continue and as a large active specialist group we can be instrumental in ensuring that specialist groups can be better accommodated and represented within the IfA.

I have been an active member of AAI&S for most of my career undertaking a number of roles on behalf of the membership within the organisation and I have been pleased to have had the opportunity to do so, but the frustration remains that as Archaeological Illustrators and Surveyors there are still so many areas of our working lives which require improvement. I believe that merger with the IfA is the way forward and that we must take that opportunity now. It may be a leap of faith for some, but for me the advantages are there to see and the opportunities there to be taken if we work for what we want and what we deserve. The time is over for sitting back complaining about our lot. It is time to move the professions forward and bring the changes we want to reality.

Rob Read, FAAIS, MifA

## On retaining the AAI&S' unique identity

There has been much said but surprisingly little room for comment concerning the proposal for merger with the IfA so I would like to take this opportunity to raise some personal points. To be perfectly honest I am surprised that it has already gone this far without consulting the membership fully, as many of the reasons given for wanting this merger need careful examination.

I for one see nothing wrong with AAI&S remaining as a separate group, with close ties to the IfA I agree, but as a group that represents a very real profession. The forensics, ceramics, marine, metallurgical and industrial groups etc. all seem to manage the balance fairly well.

There appears to be an attitude that merger will solve all the issues that beset the AAI&S and will be the solution to providing web pages, conferences, day schools, workshops, newsletters and publications. However, new issues will certainly arise including the immediate jump in membership fees to IfA levels, not to mention those who are already members. With MAAI&S transforming into a MIfA, this will cost in the region of c. £130-200 per year, excluding additional costs for the journal and the IfA conference and does this mean illustration/ survey newsletters and conferences/ training days will be additional?

The main concern seems to be that a specialist group working outside of the IfA gives it less clout and the level of membership subscription does not allow for an administrator to take care of the required membership duties and organisation. Could this not easily be solved by raising our own subscription, rather than losing the whole point of the AAI&S? As a member I have perhaps not been as active as I could have been and this crisis should serve as a wake-up call. I joined this organisation because it represented

what I was as an archaeologist; I also joined the IfA (though currently I am not a member) for a similar purpose. These were choices I took, and choices I would like to continue to make and see no issue with having a strong AAI&S with close working links to the IfA, without losing its unique identity.

There may be a feeling illustrators would be better placed within the IfA to voice their views, however if this merger went ahead, I am of the opinion, that there are already illustrators in the IfA quite capable of doing this already. What is required is a change in the AAI&S not its loss. Like many others I await the outcome of the meeting by council and the proposal that is to be offered before making any final decision. However, a close look at the benefits put forward gives me no reason to feel that I would be able to support a merger. When a major supermarket takes over a local brand, who ever remembers what was there before? I am proud to be a MAAI&S, worked hard for it, learned from the process, found strengths and weaknesses and still enjoy the evolution of our profession, but at the end of the day I am mainly an illustrator and surveyor and my choice of membership is reflected in that.

The future of our specialist organisation is at stake here, and it hinges on the value we place on ourselves and our chosen profession. As a MAAI&S it is clear that I have passed a rigorous and demanding entrance procedure, it means something to a client or to an employer while as a MIfA it does not speak of my peer reviewed ability as an illustrator and surveyor and this concerns me. There are other avenues to explore first – perhaps the first step is to examine them in detail, rather than merge and lose our unique identity.

Dave Connelly, MAAI&S

## The Merger between the IfA and AAI&S - An Alternative Proposal

The members of the AAI&S offer a unique combination of graphic skills to the archaeological profession. Our members are not only highly creative, but are also very disciplined - committed to the highest level of accuracy and recording.

This is an invaluable resource and is used widely not just in the field but also in the design and production of publications (both academic and popular), promotional publicity, web sites and exhibitions. We would like to make these skills even more widely available to our colleagues, but we would also like to retain our identity as Illustrators, Surveyors and Graphic Designers.

This would be possible if the membership of the Association was invited to join the IfA as a coherent group to become a specialist sub-committee together with those IfA members who have already expressed an interest in the Graphic Special Interest Group. This would create within the IfA the largest possible pool of high-quality graphic and illustrative skills. The sub-committee would meet to discuss graphic issues raised by themselves or by others within the

IfA. Members of the main IfA committee would sit on the graphic sub-committee and, ideally, two members of the sub-committee would be invited to sit as non-voting members on the main IfA committee so that they could bring to the table their graphic knowledge.

Such a move might also open up the possibility that other groups of specialists within the archaeological discipline (at the moment independent) might be encouraged to join, creating more specialist sub-committees and further enhancing the role and prestige of the IfA.

The IfA has generously offered to equate the different levels of membership within the AAI&S with equivalent IfA membership levels. However, many of the Association's members would not necessarily be able to fulfil the requirements normally associated with specific IfA membership levels and we propose that a specialist suffix might be applied to make the area of specialisation clear. Thus MAAI&S might become MIfA(I&S). Such an approach might also be used for other specialists.

Richard Bryant, FAAI&S

## Questions about the IfA and a Merger

1. AAI&S represent a very specialist group within archaeology. Would Illustrators and Surveyors lose their professional identity if absorbed by the IfA?
  - Not if we do it right. Illustrators and surveyors already have a Special Interest Group within IfA, jointly sponsored with AAI&S. The identity and recognition of these invaluable specialisms should be heightened by closer association with the mainstream professional association for archaeologists.
- 1a. AAI&S members are rightly proud to have a postnominal that defines their specialist profession. How might that specialism be reflected in the future?
  - IfA postnominals are more widely known and recognised in archaeology and beyond, so it is to be hoped that acquiring this distinction will further promote the professionalism of accredited illustrators and surveyors. Archaeologists will normally include a job title or other indication of their specialist field, and it is open to former AAI&S members to indicate that their accreditation comes from having satisfied the Association's assessment process. And remember, a professional by definition will only practise in a field where they have the necessary competence or training supervision.
2. Will the needs and views of Illustrators and surveyors be represented and taken seriously by this larger body and how might this be achieved?
  - Merger would give illustrators and surveyors far more direct contact and influence with IfA Council, committees and staff. Specialist illustrators and surveyors could put themselves forward to serve on the key policy-making and standard-setting committees, and for election to Council, would have far more support from IfA's infrastructure than AAI&S can provide to take forward initiatives to promote good practice, provide CPD opportunities for members, and promote the interests of their specialisms.
3. AAI&S Membership follows an interview and portfolio assessment of my work. Don't IfA membership grades just depend on where you stand in the management hierarchy?
  - No. IfA has moved to a more sophisticated measure of technical competence base on assessing the level of knowledge, autonomy, ability to cope with complexity and perception of context demonstrated by the applicant for their chosen area of professional practice. It also measures ethical competence – the commitment to abide by the Code of conduct
4. If I apply for membership of IfA, would there be anyone on the validation committee who is an illustrator and/or surveyor on it? How would I know that my work is judged by people who work on the same type of material?
  - IfA's Validation committee already calls on a wide range of specialists, including AAI&S members, to advise on applications for membership. It is now trialling a system of assessors: two assessors scrutinise the applicant's portfolio and make a recommendation to the committee. One assessor is from the applicant's specialism, the other from a different field; in this way we aim to ensure expert and informed scrutiny while maintaining a level playing field across archaeological specialisms. So illustrators and surveyors can be confident of informed peer review and fair treatment.
  - But as a member of AAI&S you may not need to go through this process. Subject to agreeing to subscribe to the IfA Code of conduct, Members (MAAI&S) will automatically transfer to the equivalent IfA grade, MIfA. Licentiates will be eligible for Practitioner (PIfA) grade; many Licentiates will qualify for Associate level (AIfA), but they will need to upgrade in the normal way through formal assessment of their application.

4a. The portfolio assessment, as well as being a requirement for membership, also gives the candidate valuable feedback on the progress of their work, identifies their strengths and also those areas where the applicant could develop their existing skills. Would future illustrators or surveyors lose this in the Validation process?

- No: IfA recognises this process as a valuable process for all these reasons. It hopes that the Group will continue to provide portfolio assessment to advise on which applicant illustrators and surveyors should be admitted to membership, and is exploring ways of replicating this eminently good practice to assess applications from archaeologists with other specialisms.

5. IfA subscriptions are much higher than AAI&S subscriptions. If I have a low income, lose my job or retire will I still be able to afford Membership?

- IfA subscriptions aren't necessarily higher than those for AAI&S. They range from x to y depending on income, with a special concessionary rate of a for the unemployed and b for students. Retired corporate members (PIfA, AlfA, MIfA) pay c, and non-corporate Affiliates z

6. Our newsletter and website keep us in contact as a body and allow us to advertise our services to clients. Would we lose these on joining IfA?

- Special Interest Group(s) for illustration and survey would have a budget to produce a newsletter and a large presence on the IfA website. IfA is keen to showcase the work of its members.

7. I don't live or work in the UK. Is the IfA just a body for British archaeologists?

- No, IfA has members from x different countries and is seeking to expand its membership and influence outside the UK. Remember that the key to membership is demonstration of competence and a commitment to abide by the Code of conduct: these qualities are personal and apply to archaeologists wherever they practice: true professional associations therefore don't really have geographical boundaries

8. Would we have to lose our annual conference and the opportunity to meet with fellow practitioners?

- No, the annual IfA conference provides an opportunity to meet with a wider range of practitioners and to promote the value and standards of illustration and survey. The Special Interest Group(s) would be encouraged and supported to run additional, more specialised, events.

9. AAI&S publish a technical papers/occasional papers series. Would these still be produced?

- Yes, of course. They could continue as their own series or be incorporated into the IfA's Professional Practice Papers series.

Amendments SJA 7th June 2010 and PJH 20 July.



## AAI&S Conference, Lancaster 2010 a new member's view

I have belonged to the AAI&S for several years, but until recently only as a licenciate member. Earlier this summer however, I passed my membership assessment – a slightly nerve-jangling but ultimately rewarding experience! In previous years my plans to attend the annual conference have, for various reasons, been thwarted. This year however, I decided that as I was now a full member of the association I really should attend. I'm glad that I did.

My slightly delayed arrival at Lancaster University (blame the M6) meant I had to tip-toe into the lecture hall, where events were already in progress. However, everyone was kind enough to pretend not to notice and I sat down as inconspicuously as possible to enjoy the first of several stimulating lectures. Over the course of the weekend we were treated to an informative and entertaining range of speakers.

Subjects covered in Friday's lectures included LIDAR survey and latest developments in site recording methods. The first break of the afternoon was an opportunity to finally meet the other conference guests and say hello. While we drank tea and mingled, I met some of my membership assessment panel, and I recognised a couple of other faces in the group. Most folk though, I hadn't met before.

After the days lectures had finished, we all strolled across the campus to Barkers House Farm. This 18th century Listed building has been incorporated into a modern restaurant and meeting area for students and guests of the university. It provided an interesting, pleasant, and often lively venue for meal times and socialising. Our accommodation was in the student halls immediately next to Barkers House Farm, as was the rather nice, real ale, Grad Bar where a quiz had been organised for the first evening. Though I was in the group that came last (ah well) we had a most enjoyable evening, made new friends and all won prizes! I believe the quiz, along with most things that happened over the conference weekend, was arranged by Alix, and the smoothness and success of the weekend's events are testament to her organisational abilities!

Saturday saw a day of further lectures on wide ranging subjects including Recent excavations in Liverpool's historic docks, Carlisle's Millennium Project, Working with finds, and 'What I did on my Mediterranean holidays' (last minute cover for an absent speaker and very entertaining – thanks Colin!). The afternoon included a trip into Lancaster. A group of us spent a happy couple of hours being guided (many thanks Anne) around

some of the local attractions, including Roman bath-house remains and the Maritime museum. The day concluded with another pleasant meal in the Bakers House Farm restaurant, followed by some R&R in the Grad bar.

The AAI&S Annual General Meeting was held after breakfast on Sunday morning and, as a new member, I thought it would be both interesting and beneficial to attend. The meeting would offer an opportunity to understand the workings of the AAI&S and the people behind it, plus I felt sure that I could learn a little more about the proposed IFA merger. Little did I realise... It turned out that the proposed merger was, of course, the main topic of discussion and over the next three hours many views were expressed, and ideas exchanged. The passion and emotion shown during these discussions was a strong indicator of just how much members cared about the outcome of this proposal. I felt fortunate to be present to hear these discussions and I was

honoured when, later in the meeting, I was proposed as a new committee member!

To help inject a little calm into the proceedings before the trip home, we finished the weekend with a fascinating lecture on X-Radiography. Sonia O'Conner talked to us about the latest developments in finds X-Ray methodology and interpretation. After lunch, as I drove back down the M6, I recalled the weekend's events. I'd had a really interesting, informative and enjoyable weekend. I'd made some great new friends, with people who are passionate about the association and the work that its members do. Most of all I'd had a lot of fun and I'd heartily recommend that members who have not had a chance to attend AAI&S events before try to get along at the next opportunity, you'll definitely be made welcome.

Pete Moore  
December 2010

## Full Membership FAQs

### What does full membership assessment mean?

Passing assessment means formal recognition of your competence by your peers/fellow illustrators and is signalled by the letters MAAIS after your name. Full members also have the opportunity to advertise themselves on our website through the gallery pages. Taking the professional step of submitting your work for peer review is an important step requiring the candidate to prepare well. Get feedback on your work beforehand if you are unsure - the annual conference is a good time for this.

### What will full membership cost me?

Unlike some professional organisations we make no charge for carrying out the assessment. The only cost is the candidate's travel to the venue. With our reformed membership fees, there is also no increase in subscriptions on gaining full membership.

### What does assessment entail?

Assessment is carried out by personal interview, a feature AAI&S holds very important and which we hope members who have been through it would agree is a valuable experience. In principle, we offer overseas candidates the possibility of a postal assessment only if travel to interview is out of the question.

### Who are the assessors?

Assessors can be any full member of the Association as well as an external assessor. We try to aim for continuity, experience and variety in the make up of the panel and we are keen to widen the number of people who have experience of this. Any full member interested in taking part in assessments, please contact us.

### How are assessments arranged?

We prefer to hold sessions for several candidates on one day. Candidates apply from different ends of the country, so it is usually logistically complex to arrange a convenient time and place for assessments, which is why the process often takes longer than we would like. We also need to have references taken up and received beforehand.

*Queries, comments and offers to  
Margaret Matthews:*

**m.mathews@reading.ac.uk**

# Re-enactors & Reconstruction

This article is being written from a desk covered in the ingredients of my particular brand of creativity; pots of pencils, brushes, paints and a PC, generously garnished with scraps of textiles, a tape measure, a stack of crumpled costume patterns and a well-thumbed book about medieval tailoring. A strange blend, perhaps, but one fitting for an archaeological illustrator who also happens to be a historical re-enactor.

I became a re-enactor about three years before I began my MA studies in archaeological illustration, but before long I was



Left: One of my medieval guises, Tewkesbury Medieval Fayre, 2006.  
Above: Reconstruction of a C14th Lady fastening a turret brooch. 2007.

struck by what I saw as similarities between the two practices; common aims and motivations that I have been mulling over for some time now. I got into re-enacting after beginning to study medieval swordsmanship and longbow archery, and I think the biggest reason I've kept it up – aside from the obvious allure of mead and fine ale – was the pleasure I got from imparting knowledge to the public.

I can remember being part of a re-enactment at a Welsh castle and talking to a young boy about what the different types of medieval arrowheads were used for and what they were called, and how he went away enthused and excited, telling his parents all about what he'd learnt. On another occasion, I can remember how a huge group of children formed an impromptu army to storm a castle keep after watching our re-enactor 'knights' fight in a mock-mêlée. I've realised that I get the same pleasure from creating a reconstruction illustration that educates or surprises the person looking at it; that makes someone think about the archaeology involved and fixes an idea in their mind, or makes them question it.

For myself, the aims of the two practices – of bringing our ideas about a medieval archer, for instance, to life in front of an audience, and of creating a reconstruction illustration of a medieval archer – are very similar, if not the same. In the summer of 2010 I took part in the re-enactment of the Battle of Tewkesbury as an archer, and between being shot at and returning the favour, I got a chance to look around at the other two thousand-or-so re-enactors on the battlefield and got to wondering... *are historical re-enactors living, breathing reconstruction illustrations?*

If we accept the premise that an illustration is a visual depiction of a thing, an idea, a hypothesis or hypotheses, and by extension, that an archaeological reconstruction illustration is a visual depiction of hypotheses about what a place, person or structure looked like at a point in its history based on archaeological data and reasoned conjecture, then it seems logical to me to propose that, in a sense, a historical re-enactor is a form of reconstruction illustration. It's using a different medium, of course, but essentially the image of that re-enactor that the member of the public sees in their eyes, their memory, camera lens or TV screen is doing the same thing as the image they may see in a book or on an information panel at an archaeological site.

Of course, the re-enactor is open to the same pitfalls as a reconstruction illustration. There is always a certain amount of guesswork involved, and the authenticity of the details depends very much on the fastidiousness of the re-enactor themselves. I count myself amongst the most pernicky of the breed by insisting on researching every detail of my clothing, accessories, weaponry etc to ensure that it is authentic to the best of current knowledge, but as Brian Davison says in the preface to his book *Picturing the Past*,

'...whatever medium is used, no reconstruction of the past can do more than illustrate the state of knowledge on the day it was created'.

Just as an illustrator can use visual techniques to indicate ambiguity in the archaeological data, then a re-enactor must put their hands up and make it clear to the public when we are simply not sure about something, and to their credit, most do.

The huge popularity of events like the Battle of Tewkesbury re-enactment and English Heritage's yearly multi-period event, the Festival of History, highlights the growing public hunger for access to exciting educational spectacles such as these, and I believe that they play a fantastic role in disseminating our knowledge about archaeology. There is also the invaluable benefit of being able to create a dialogue between the re-enactors and the public, something not easy to achieve with an illustration in a book, for example.

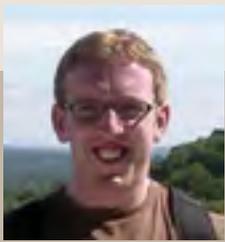
Finally, the relationship between the re-enactor and the viewer has taken an additional direction for me as an illustrator. It's virtually become the role of artist and subject because I've regularly used re-enactors to help me visualise a reconstruction illustration. I've found the interaction with the re-enactor's specialist knowledge invaluable, as they have often made me aware of details that I had simply not thought of and that have brought the resulting illustrations to life.

Well, it's back to work for me now. My work as an illustrator and my pastimes in historical re-enactment may have formed a conveniently symbiotic relationship, but at the moment I've got an illustration of a medieval kirtle to do. Now where did I put that needle and thread?

Jennie Anderson



Above (& front cover): A re-enactor wearing a replica C12th century gown I created in preparation for a series of reconstructions of a C12th Lady.



## New Member Profile: Tom Mace

I studied archaeology at University College London and entered the commercial world as a digger not long after I graduated. Although I'd taken a course on archaeological illustration at university, I didn't have chance to use those skills until I started working for Greenlane Archaeology Ltd in 2008. I have been fortunate that my ambitions within commercial archaeology have happily coincided with the needs of the company. Whereas I'd felt pigeonholed by my previous employer (seemingly on a never-ending round of watching briefs), since joining Greenlane I have had tremendous opportunities to continue to develop my skill set within archaeology, especially within illustration. I now spend part of my time in the field and part of my time in the office, and I think that an awareness of both sides of the endeavour is all for the better – and, besides, the variety helps keep life interesting!

One of the largest projects I have worked on as illustrator was to produce the finds illustrations from the excavation of medieval burgage plots in Kendal, Cumbria. These illustrations are amongst my favourites that I have had to produce – and I was most pleased to feel like I could pick up the resulting image from the page and hold it in my hand like the object in front of me.

I take my cues and inspiration from the work of other illustrators, deciding what is the best and most appropriate way of presenting the required information, and I get a lot of satisfaction from producing an illustration that presents the requisite technical information and which also has an aesthetic appeal. It is sometimes a sorry trade-off that an object is shown in such a standard way as to become dull and lifeless when some of the earliest (and perhaps least technical) examples of finds illustration are perhaps the most beautiful!

As well as providing the technical detail which a specialist might look for, I think it is equally important to preserve something of the quality of the artefacts themselves, which is sometimes lost by strict adherence to formulaic representations of particular find types, and this is something which I have tried to do in the development of my own style – a grand idea indeed!

I'm still at a relatively early stage in my career and I'm still learning, so I'm not afraid to try out new techniques. For instance, I produced a standard line drawing of a quern stone as part of National Archaeology Week in 2006 and then experimented with filters in Photoshop to produce



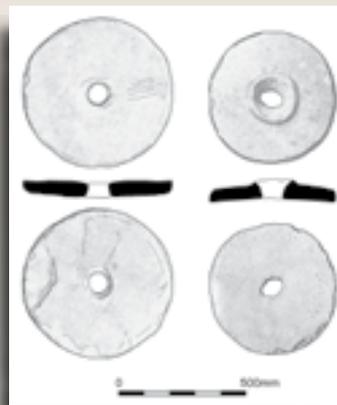
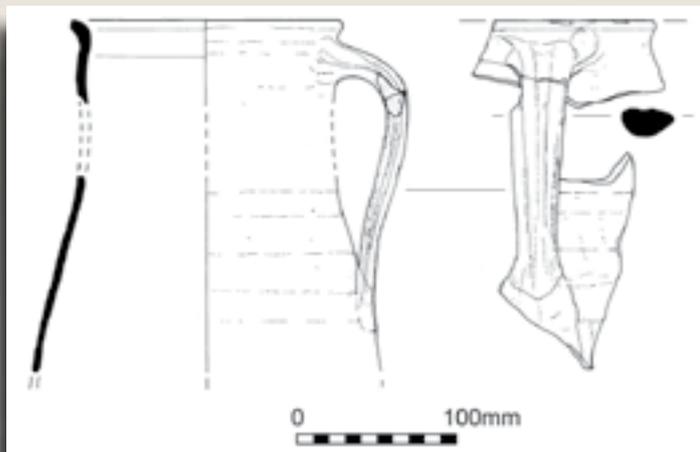
Old map of Ulverston in its original state, top, and Tom's digitally-repaired version, below.

a stipple effect. By combining the two images in Illustrator the desired results were achieved in a much shorter space of time and add greatly to the impact of the image (thanks to Steve Clarke for the suggestion).

The job which has given me most enjoyment was working on the digital image of an old and somewhat damaged map

of Ulverston (where Greenlane is based), which involved stitching together various scanned elements of the map in Photoshop and then touching up and repairing the map digitally – removing the creases, stains and tape damage, and requiring careful attention to detail – and effecting digital preservation.

The peer-review is an important process that makes the Association unique and I am privileged to call myself a Member. I thank those people who encouraged me along the way.



Far left: Reduced green-glazed ware  
Left: Quernstones

All images © Greenlane Archaeology Ltd.



## VIA 2011 Conference Official Call for Sessions

<http://www.viarch.org.uk/2011-call-4-sessions.asp>

Researchers and practitioners from across disciplines are invited to submit proposals for sessions to be presented at the Visualisation in Archaeology International Conference at the University of Southampton on the 18th to 20th of April 2011. The 2011 Conference marks the culmination of the three-year VIA project ([www.viarch.org.uk](http://www.viarch.org.uk)) which has sought to explore the philosophical and historical dimensions--and future prospects--of the visual presentation of archaeological knowledge.

Contributors from across disciplines are invited to propose sessions that build on themes exposed in our recent workshops and in our online research showcase (<http://www.viarch.org.uk/content/2010-research-showcase.asp>). These include, but are not limited to:

- visualisation as research
- visual codes/languages of communication
- ethics and responsibility in visual practice
- audience reception of the visual
- non-specialist engagements with visualisation
- visual economies
- histories of visualisation
- visual literacy/competencies

We encourage innovative formats of presentation and session administration that push the boundaries on typical conference proceedings. We are keen to see participation from professional visualisers, practitioners, commercial industry, students and scholars across the sciences, humanities and social sciences. The event will be live-streamed and contributions should be adaptable for publication.

### Session Proposal Deadline

\*\*Please submit a 300-word abstract by **31 December 2010** to: [s.e.perry@soton.ac.uk](mailto:s.e.perry@soton.ac.uk)  
A written proposal and outline is not expected until 31st January 2011.

## The Association of Archaeological Illustrators & Surveyors Minutes from the 32nd Annual General Meeting Held at the 2010 Annual Conference at the University of Lancaster

Apologies from: Hugh Kavanagh, Sara Nylund, Liz Gardner, Deirdre Crone, Barbara Hurman, Jennie Anderson, Cecily Marshall, and Peter Hinton of the IfA.

Council members present: Steve Allen, Alix Sperr, Drew Smith, Rob Read, Mikko Kriek, Margaret Matthews, Sarah Lucas, Colin Berks, Laura Templeton.

### Minutes of the 31st AGM, and matters arising

Update on CPD training – Rob Read reported that funding from Swindon College to investigate PPD training courses has been secured, and he is currently putting together an application for distance learning.

The next step is to co-ordinate a travelling unit for one day workshops at conferences. Rob is also investigating the professional accreditation of points for the courses to count towards degree requirements, and whether the accreditation from the training could be used for IfA applications as part of the CPD system.

Minutes accepted as record of last meeting.

### Publications

Congratulations to Lesley Collett, for her publication "An Introduction to Drawing Archaeological Pottery" becoming the bestseller at Oxbow books.

### AAI&S Treasurers Report

Steve commented on behalf of the treasurer, to report that for the second year running there has been no treasurer's account in the AAI&S annual report.

At this moment, the AAI&S council are unsure of the balance of the account. For the past year, Margaret and Alix have taken on the role of recording and depositing cheques and transactions. The knock on effect of this is that Margaret and Mikko are unable to identify which members are up to date with their subscriptions.

The accounts should have been examined by an external auditor, this has however, not happened since Deirdre stepped down two years ago.

The current situation is that Steve has now agreed to take over as treasurer, and has contacted the bank to make arrangements to redirect all of the bank statements and correspondence to central mailing. Alix will continue to deposit cheques until such a time that Steve is able to take over.

Steve will go through all the available records in order to bring the affairs up to date, and the membership may be contacted in order to confirm who has and hasn't paid subscriptions for the last financial year.

It was noted that for the last seven years, the AAI&S has subsidised the conferences, and so future conferences may be changed from a two-day residential to a day workshop.

It was also suggested that the AAI&S subscription rates should be raised, subject to the 2011 financial situation.

Rob Read proposed that the membership fees on every level be doubled; payment of fees will still be able to be staggered throughout the year. It was also suggested that the six current fellows of the AAI&S could pay subscription fees at membership level, or perhaps make a monetary contribution. Proposal seconded by Drew, All in favour, enabling motion carried.

This proposal will be reviewed at the 2011 AGM before a raise in subscription fees is implemented.

As the AAI&S are registered at the charities commission, the next treasurer will look into the possibility of the AAI&S being able to claim gift-aid from HM Revenue and Customs.

A concern was raised that since the AAI&S acts as a trust under the trust act, the current council members have a duty of care to the membership and have the responsibility to the liabilities of the Association. The trust law says that those liable at the time of incurrent of debt are still liable for that debt.

Steve assures the membership that the current council have no intentions of leaving the Association with these liabilities. It was also noted that when the Association was set up, it was organised with legal advice, and that no individual member of council is liable for any debt incurred by the council.

It was agreed that if the AAI&S decide not to go ahead with the proposed merger with the IfA, the Association itself will need an overhaul and a possible restructure.

## AAI&S Council

Under the constitution of the AAI&S, after serving as chairperson for three years, Steve was required to step down. The council asked him to stay on council and take over the role as treasurer. Proposed by Margaret, seconded by Drew, all in favour – motion carried. The council and membership extended their thanks to Steve for all of his hard work as chairperson of the AAI&S over the last three years.

In addition, the three longest serving council members were also required to step down – this was Steve, Mikko and Graeme. Graeme has officially stepped down from council. Sarah proposed Mikko be re-elected, Rob seconded, all in favour – motion carried.

Jacqueline Churchill was nominated by Alix Sperr to join the council, seconded by Sarah Lucas. Peter Moore was also nominated by Alix Sperr to join council, seconded by Sue Holden.

The current AAI&S council members are:

Elected members: Steve Allen (2010), Alix Sperr (2008), Mikko Kriek (2010), Drew Smith (2008), Sarah Lucas (2010), Sara Nylund (2008), Hugh Kavanagh (2007), Jacqueline Churchill (2010), Peter Moore (2010), Jennie Anderson (2009), Caroline Wolfe-Murray (2009)

Co-opted: Rob Read, Margaret Mathews, Laura Templeton, Liz Gardner and Colin Berks.

## Proposed Merger with the Institute for Archaeologists

The average membership of the AAI&S is currently 250.

All relevant documents concerning the merger have been, and will continue to be published in Graphic Archaeology. The council do not have and “hidden” or undisclosed information.

A radical movement is desperately required. Either the AAI&S merge with the IfA, or have a massive restructuring overhaul.

Realistically, the AAI&S need to clear debts and get the financial records up to date before a merger can be considered.

The council has acknowledged that the membership requires time to consider the proposal, and will allow members to contact and discuss concerns and queries.

It has been agreed that at such a time that the membership has had sufficient time to consider all the options, a proxy or postal vote will be organised by the secretary and each member will be sent a numbered voting paper.

## Questions & Answers

Q. How up to date are the membership details? How are members going to receive voting papers?

A. Central mailing currently remove returned mail from the mailing list, but it is up to individual members to notify the council of change of addresses and emails. Reminders of which will be published in the next Graphic Archaeology, and will appear on the Facebook group, the AAI&S website, and on BAJR.

Q. Subsidiary information must be made available to the membership before members can make an informed decision. At present, there is no alternative to the merger being put forward as a valid proposal. It was proposed that the council allows time for a restructuring proposal of how the AAI&S could continue if no merger takes place.

A. The council agreed to allow time for a non-merger proposal to be put together and presented to the membership as an alternative to the merger. The proposed merger is still in the discussion stage, where we are consulting the membership, and at this stage the discussions are still open to negotiations. A written proposal of an alternative to the merger will be included in the winter newsletter.

Q. Could the AAI&S merge with the IfA with an intact council, and have a degree of independence? Can we retain our identity and still merge with the IfA? Could the AAI&S retain its identity while opening up as a fully coherent organisation within the IfA?

A. Whatever merger takes place, the AAI&S council have no intention of allowing the AAI&S to “dissolve” into the IfA. If the merger goes ahead, it will be up to the membership to ensure that a member of the AAI&S is elected onto the IfA council.

It was proposed that a condition of the merger could be that the chairperson of the AAI&S be automatically elected onto the IfA council. It is possible that the AAI&S will operate as a group within the IfA, and so become the IfA-AAI&S. If the merger goes ahead, the council would no longer be responsible for administrative issues, and would be allowed a budget for the newsletter, publications, provision of a conference or day school or workshop at the IfA conference.

It has been a point in the discussions that we would go in as a defined professional body of illustrators, surveyors and graphic archaeologists, and we should not be diluted. The council assures members that the merger discussions would never have got this far if dilution was a possibility.

Q. With proposals to raise subscription fees within the AAI&S, will this give the AAI&S an alternative to the merger, will it make the continuation of the AAI&S financially viable?

A. Increasingly, basic administration duties are carried out by the same small group of people. If the AAI&S are to continue without merging, the council will desperately need new council members willing to work and take on the responsibilities.

The AAI&S are a financially viable organisation, but will need an increase in members on council from the beginning or in the middle of their careers – there has to be more engagement from members not imminently retiring.

Q. Will there be any restrictions on foreign members of the AAI&S to joining the IfA?

A. No, the IfA currently have non-UK members and are actively encouraging foreign archaeologists to join.

Q. What will be written on the ballot paper? Will the membership be consulted regarding the wording?

A. Realistically, the membership cannot be consulted regarding the exact wording on the ballot paper. If a plan B – or alternative to the merger is put forward, it will appear on the ballot papers too.

Q. How is the membership going to be kept up to date with developments? How will the members be able to discuss the merger?

A. An online discussion will take place on the Facebook group that is already set up. The next newsletter will contain articles for and against the merger, written by the members. All concerns or queries regarding the merger, sent to either central mailing or to the AAI&S email address, will be answered directly.

The council openly invites members to contact us directly, or via the Facebook group regarding the merger. Any strong views are needed for inclusion in the winter newsletter. It was proposed that information regarding the proposed merger will not be sent out before Christmas, in order to ensure that our correspondence does not get lost in amongst the Christmas post. The membership will be allowed as much time as possible to consider all aspects of the proposal, will be kept up to date of developments, and will be notified with plenty of advance warning when the vote is to take place.

Q. If the merger takes place, how long does the assimilation process take place?

A. Administratively by the next financial year, otherwise as long as it takes.

Q. Has the IfA council been kept up to date with the proposals?

A. Yes, they have been informed all along the way and are ready to hear and discuss our proposals.

Q. How will the assessment procedures be affected by the proposed merger?

A. Our assessment procedure is a valuable process, with the emphasis on our own procedures. Our hope is that it will continue as CPD and incorporate into application for higher membership. Although it may not continue in exactly the same structure, the assessment process will still take place in some form. The IfA are not adverse to the peer review being retained, and it is one of the procedural points that will have to be defined and closely monitored.

Q. If the merger goes ahead, how will my AAI&S full member status be translated into IfA membership levels, and will I still be able to attain MIfA status despite not having a degree as an illustrator?

A. The MIfA code is under revision to include a wider degree of experience. As it stands at the moment, a full member of the AAI&S will automatically be given MIfA level membership if the merger goes ahead.

Q. Full membership to the AAI&S (MAAI&S) is not the same as a member of the IfA (MIfA) in terms of the code of conduct. The level attained reflects the experience of the individual in the relevant field. How will this be adjusted to ensure that MAAI&S and MIfA are equal?

A. Whatever grade you are is a reflection of your level of experience, and the AAI&S validation and assessment procedures are now closer to the IfA's procedures. This is another procedural point that is to be defined and closely monitored in discussions with the IfA.

Q. The membership fees of the IfA are considerably higher than those of the AAI&S, will the AAI&S membership fees be brought in line with theirs?

A. Yes, the subscription fees will be raised if the merger goes ahead. The AAI&S membership subscriptions could go up in phases to avoid a big hike in fees when brought in line with the IfA.

Q. Is there any chance of subsidisation for members on a low income?

A. The IfA currently use an income based assessment for fees, and offer a monthly direct debit payment plan in order to stagger fees.

### Other comments

If the merger takes place, large commercial companies may be more likely to provide funding for its employees to attend conferences. The IfA conference is more likely to have the respect of employers to subsidise conference fees, allowing more members to attend.

If the proposed merger is thrown out by the membership, those voting against it should be willing and able to step up and get involved on council in order to take the AAI&S forward.

Margaret Matthews proposed that "The council to continue with the current proposal and any others that may come up?" This was seconded by Laura Templeton, and the motion was carried.

A vote of confidence was recorded for the council to continue, and it was agreed that the proposed merger outline and minutes from today's meeting will be published in the winter newsletter.

Richard Bryant expressed his intentions to produce an alternative proposal to the IfA merger. This will be sent directly to the AAI&S Council towards the end of October 2010.

### Future Conferences of the AAI&S

Irrespective of whether or not the merger takes place, it is important for the AAI&S to make an impact at the next IfA conference. It was proposed that either the AAI&S go with the IfA Special Interest Group, or that the AAI&S members present papers at each of the conference topics. It may also be possible to have an AAI&S day session in parallel.

Due to the current financial uncertainty of the AAI&S, a two-day independent conference can be ruled out, but an AGM open to all members will still be organised – possibly as a one day session at the IfA conference.

It was agreed that the ISSIG will keep an eye out for ways for AAI&S members to participate at the IfA, either by presenting individual papers next to papers including a lot of graphic representations or by sliding in next to finds bias papers in order to present an illustrators viewpoint.

Another proposal was that the AAI&S hold a one night conference with the AGM in order to retain the possibility for socialising among the members. All suggestions gratefully accepted.

### Date of next council meeting

A meeting in November will be held, the date of which will be decided when all council members can be consulted.

### Any other business

Samian Working group

An occasional paper is being produced as there is no current guidelines available for illustrating Samian-ware. The aim is to get it in print by the conference at The university of Reading in April.

It was suggested that the AAI&S could produce a regular publication or magazine with a "how to" feature, including tips for illustrators, rather like a journal. Another suggestion was made that the AAI&S could arrange to have regular articles in current widely available publications. The council agreed to look into this at the next council meeting.

The council and membership at this point extended their thanks to Steve Allen and Rob read for all their continuing hard work regarding the proposed merger and discussions with the IfA.

Thanks to the speakers: Jamie Quatermaine, Chris Wild, Anne Stewardson, Marie Rowland, Colin Berks, Steve Allen and Sonia O'Connor.

Thanks also to Alix Sperr, Anne Stewardson and Marie Rowland for organising the 2010 conference, and last but by no means least, thanks to the membership – you're all beautiful.

AGM closed at 12.10pm

## Treasurer's Report 2008-9 and 2009-10

The following report is not one I had wished to have to write but circumstances have dictated otherwise. Regular readers of the Annual Report will have noticed the absence of any report from the Treasurer and the absence of balance sheets for the last two years. For various reasons, the AAI&S Financial records were not kept up to date. Cheque payments forwarded for deposition between December 2008 and December 2009 were not in fact deposited. Requests for completed balance sheets were not met and the failure to produce financial records on time at our request and the request of the IfA for Due Diligence checks have forced Council to step in.

The AAI&S financial records were received from the former treasurer on 2nd September. The situation was presented to the membership at the AGM on 5th September and the current author was asked to take over the role. The AAI&S Ledger and accounts have, over the last few weeks, been reconstructed from our bank statements, lists of forwarded cheques through central mailing from Margaret, lodgement records of cheques paid between December 09 and September 10 by Alix and technical papers sales lists from Laura. A lot of advice has also been supplied by our 'former former' Treasurer, Deirdre. Without their help and diligence, it would not have been possible to sort out our records from the past two years and the Association owes them profuse thanks.

### Overall picture

AAI&S continues to be solvent, though it is evident that on some recent occasions we have come close to running out of funds. This is partly due to delayed deposition of cheques from 2008-9, the decision to subsidise the 2009 conference fee and the efforts the AAI&S has made to attend meetings and conferences for promotion of the Association. This has been compounded by a fall in prompt subscriptions payments and the steady increase in the costs of postage and overall price rises while subscription rates, excepting the £10.00 increase in Licentiate fees in 2008, have not changed since October 2001.

Subscription reminders have gone out but despite the subscription year running from 1st November, we still have defaulters, late payments and indeed people who have left the Association by cancelling or not paying subscriptions without notifying the Secretary. The AAI&S has been more than generous in that we do not strike members off the list until 2 years subs have been missed, despite the fact that under our rules this should take place on the first missed payment. We cannot however keep printing and posting material to non-subscribers indefinitely. Now that AAI&S financial records are once again on track, we have been able to check on members' subscriptions status and our membership team are now able to chase up missed payments.

None the less AAI&S still has a very poor financial basis on which to operate. We are discussing merger proceedings with the IfA and it is my sincere hope that the membership will vote for this. However, if the membership vote against the merger, it would be irresponsible to leave a future AAI&S Council without adequate funds to operate. Accordingly, two decisions were made at the last AGM. Under the term of our Articles of Association, we cannot impose a subscriptions rise without notice. These are therefore 'enabling' decisions. If Council deem it necessary, the decisions can be implemented at the next AAI&S AGM and will be in force from next November 2011. The decisions are:

1. (Proposed from the floor by those Fellows present) That subscription rates for Fellows of the Association (FAAIS) be set at the same level as that of the current Full Member/Licentiate rate.
2. That all current subscriptions rates be doubled. MAAIS and Licentiates thereby rise to £80.00, Licentiate Graduates, Associates and Concessionary rates rise to £40.00

### Specific Comments on the Balance sheet 2008-9

Most of the major points are covered in the footnotes but it needs to be emphasised that the closing balance is lower than it should be because of the number of undeposited cheques held by the Association at that point.

### Specific Comments on the Balance sheet 2009-10

The major problem this year is that the fall in subscriptions income due to not being able to chase late payers is disguised by the sums deposited this year in cheques that should have been deposited in the previous finance year.

The decision to subsidise the cost to members of the 2009 Bristol conference to keep the cost to members down and thereby increase the attendance was an error which we now know was not justified either by the eventual conference attendance or by the then financial position of the Association.

With more Council members being based further afield and the need to pay for a venue where meetings can be held to facilitate Council members' attendance, the cost of these meetings has risen significantly in the last year. Council will need to offset of attendance at meetings with the cost/accessibility of venues.

Steve Allen, 20th November 2010

**Association of Archaeological Illustrators and Surveyors  
Income and Expenditure Account  
1<sup>st</sup> August 2008-31<sup>st</sup> July 2009**

<b>Income</b>	<b>2009</b>	<b>2008</b>
Subscriptions	3597.13 <sup>a</sup>	4246
Technical Papers	312.29 <sup>b</sup>	661
Conference 2008	3549.67	6467 <sup>e</sup>
Conference 2009	0 <sup>c</sup>	0
Misc. Income (not recorded in ledger)		0
	<u>7459.09</u>	<u>11374</u>
 <b>Expenditure</b>		
Refunds for overpayments	80.00	260
Conference 2008	5501.49	7925
Conference 2009	584.00	0
Technical Papers	0	0
Printing and Stationery	718.74	3087
Assessments	0	0
Council Expenses	2161.37	2154
Postage	372.15	393
Exhibition	928.67	150
Other expenses	554.85	0
IT and Website expenses	65.89 <sup>d</sup>	116
	<u>10967.30</u>	
Total Expenditure	<u>10967.30</u>	
Excess of expenditure over income	<u>-3508.21</u>	<u>-2711</u>
Add opening balance	<u>4801.60</u>	<u>11099</u>
Closing balance	<u>4801.44</u>	<u>8388</u>

<sup>a</sup> Excludes 780 sent in for subscriptions this year but not paid in by the Treasurer until next financial year

<sup>b</sup> Excludes 557.86 sent in for purchases this year but not paid by the Treasurer until next financial year

<sup>c</sup> Excludes 1875 sent in for conference this year but not paid in by the Treasurer until next financial year

<sup>d</sup> Excludes payment for domain name of 26.45 not paid until next financial year

<sup>e</sup> Includes some of expenditure for 2007 conference incl. late payment of bill accounted under this year instead of previous year

**Bank Reconciliation 31<sup>st</sup> July 2009**

	<b>DR</b>	<b>CR</b>
Opening Balance	8309.81	
Cash receipts	7459.09	
Payments issued		10967.30
Closing balance	<u>15768.90</u>	<u>4801.44</u>
		<u>15768.90</u>
Current Balance at 31 <sup>st</sup> July 2009		£4801.44
Undeposited cheques at 31 <sup>st</sup> July 2009		+£3212.86 and -£192.35

£66.20 TP cheques posted to treasurer but lost  
376 Euro cheques deposited but not credited to account  
£39.80 expenses cheques written but not cashed





# Membership Renewal Form 2010 - 2011

- If you have not already paid subscriptions for the current year (eg by bankers order on the 1<sup>st</sup> November or with other recent subs arrears), please pay now. (new members joining since June 2010 will pay on 1<sup>st</sup> November 2011)
- If we have been in contact with you about subscription arrears and you have not yet paid, please take this as a **final** reminder before you are removed from our database.
- If you want your employer to pay your subscription, it is your responsibility to ensure they do.  
**Your employer does not receive this notice**
- If you wish to check your payment history please email [admin@aais.org.uk](mailto:admin@aais.org.uk)

### SUBSCRIPTION PAYMENT

Full and Licentiate members £40  
 Associate, Licentiate Graduate\*, student\*, retired\*,  
 unwaged\* £20  
 \*proof may be required

### Subscriptions can be paid in several ways

#### 1) BY CHEQUE

Made payable to **AAI&S** and sent to -  
**AAI&S, c/o IFA, SHES, University of Reading, Reading  
 RG6 6AB, UK**

**Please ensure to note the MEMBERS NAME if payment  
 is made by a third party**

#### 2) BY DIRECT TRANSFER (from OVERSEAS and for UK members to set up a DIRECT DEBIT)

AAI&S, Alliance & Leicester Commercial Bank plc.,  
 Bridle Road, Bootle, Merseyside, GIR OAA.  
 Acc. no. 317305484 Sort code: 72-00-00  
 BIC: ALEIGB22  
 IBAN: GB49 ALEI 7200 0317 3054 84

**Please ensure that you include your NAME in the  
 transfer reference**

Send an email to [admin@aais.org.uk](mailto:admin@aais.org.uk) to let us know you  
 are sending a payment from overseas or setting up a  
 direct debit

#### 3)BANKER'S ORDER (UK)

To the manager,

.....Bank,

Address:.....

.....

.....

Please pay to:

**The Association of Archaeological Illustrators &  
 Surveyors (AAI&S),**

Sort code & account no. 72-00-03 17305484,  
 Alliance & Leicester Commercial Bank plc.,  
 Bridle Road, Bootle, Merseyside, GIR OAA,  
 the sum of (amount in words)

.....

(£.....) on 1st. November 20.....

and thereafter annually until further notice.

This supersedes any previous instruction to the benefit of  
 AAI&S.

Name of account holder

.....

Account no.....

Address.....

.....

.....

Signature.....

**Please return this form by post to -**

**AAI&S, c/o IFA, SHES, University of Reading, Reading  
 RG6 6AB, UK**



## AAI&S on Facebook

Facebook is a popular social networking website that is designed to help friends, family and colleagues keep in contact with each other by using power of the internet. You can join by filling out a basic online form which sets up a simple and secure profile page for you. Members with common interests can also set up groups and this is how the AAI&S Facebook group works.

The Facebook AAI&S group is an area where members can share discussions, photos, relevant websites and videos. Any Facebook member can join the group but if you are not a Facebook member yet you can view the site by using the following weblink:

[www.facebook.com/group.php?gid=13524370475](http://www.facebook.com/group.php?gid=13524370475)

The Editor welcomes contributions from members and non-members on any remotely relevant subject.

We can cope with CD's, but not floppy disks!

Hard copy is acceptable for short articles. Drawings or graphics of any kind are particularly welcome: either in high-quality hard copy or in high resolution (300 dpi for grayscale, 1200 dpi for line scans) digital form.

Mail them online to: [jen7nie@talk21.com](mailto:jen7nie@talk21.com)

or via the post to:  
Jennie Anderson,  
28 Tydeman Street,  
Swindon,  
Wiltshire, UK.  
SN2 8AU.

or to CENTRAL MAILING at:  
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SHES  
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Whiteknights  
PO Box 227  
Reading RG6 6AB  
United Kingdom

email:  
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Please supply captions for your illustrations!

