



**Minutes of the Mid-Year Public Meeting of the  
Board of Directors of the Florida Public Archaeology Network**  
Teleconference  
November 18, 2019

The Board of Directors of the Florida Public Archaeology Network (FPAN), University of West Florida, held its mid-year Board meeting on November 18, 2019, 9:00 am – 11:00 am Central Time via Zoom video conference and in Pensacola at the University of West Florida Archaeology Institute.

**Agenda Item I.** The meeting was called to order by Chair Dr. Judy Bense at 9:05 am Central.

**Agenda Item II.** Present were Dr. Judy Bense (chair), Dr. Greg Cook (vice-chair), Ms. Marion Almy, Ms. Adrienne Burke, Mr. Chris Davenport, Dr. Mary Glowacki, Dr. Ramie Gougeon, Dr. Jeff Mitchem, Dr. Matthew Reeves, Dr. Jason Wenzel, and Dr. John Worth. Also present were Dr. William Lees, executive officer and secretary of the board and Dr. Elizabeth Benchley, staff advisor to the board.

**Agenda Items III and IV.** Dr. Bense called for any additions or changes to the draft agenda. Dr. Bense added as an agenda item a discussion led by Florida Division of Historical Resources Director Dr. Tim Parsons regarding DHR/BAR policies and proposed DHR/FPAN workplan development. A motion was made to accept the agenda with the additional item (Motion 1, M/S/Approved). Dr. Bense called for additions or changes to the draft minutes from the May 10, 2019, meeting of the board. A motion was made to accept the May 10, 2019, minutes as presented (Motion 2, M/S/Approved).

**Agenda Item V.** Pamela Langham, University of West Florida General Counsel, presented a Power Point of the rules of communication under Florida's Sunshine Law. Included in her presentation were three requirements:

- (1) All discussions either formal or casual between two or more Board members about a matter on which the Board might foreseeably take action must be open to the public.
- (2) Reasonable notice of the meetings must be provided so that the public may attend. The Bylaws of the UWF Board of Trustees provide that notice will be given not less than seven days before the event.
- (3) Minutes of the meeting must be kept.

Board members asked questions for clarification and Ms. Langham provided information, cautioning that most individual cases require individual review, but that she is happy to assist. The Board thanked Ms. Langham for providing the presentation.

**Agenda Item VI.** Dr. Della Scott-Ireton, currently serving as the Acting Executive Director while Dr. William Lees is on Professional Development Leave for the fall 2019 semester, gave the Executive Director's Report.

- Della has applied for Professional Development leave for spring 2021.
- Nicole has been on leave; she had a baby girl, Isabell. She will return in January 2020.
- The HMS Grant has occupied a lot of time and attention.
- The FPAN budget is secure; however, there have been cuts across UWF and we are watching carefully.
- FPAN has been mentioned in a draft of a bill for the Zion Cemetery. Jeff Moates is keeping up with it.
- FPAN has been well represented at meetings and conferences:
  - SEAC - Southeastern Archaeological Conference
  - DEMA - The Diving Equipment & Marketing Association, spoke to over 1,200 people
  - Tidally United 2019
- Several FPAN staff serve on Boards:
  - Sarah Miller, Secretary, SHA
  - Barbara Clark, Secretary, Register of Professional Archaeologists
  - Emily Jane Murray, President, FAS
  - Nicole Grinnan, Appointed Member, American Academy of Underwater Sciences
- FPAN has been invited to participate in a maritime archaeology program meeting hosted by Biscayne National Park.
- FPAN is working on a MOU with DPAA; it is still in UWF General Counsel's Office.
- The next FPAN Board of Directors meeting will be at the FAS Conference in Naples, May 8, 2020.

**Agenda Item VII.** Ms. Sarah Miller, Northeast and East Central Regional Director, reported on the HMS Grant.

- The first progress report was submitted in October.
- Patricia Meyers and Kassie Kemp were hired to work on the grant.
- A site list was presented.
- The priority list had 800+ sites; looked at clusters; some of the sites have not been visited in 25 years.
- An 1A32 permit has been submitted and reviewed by BAR.
- Thank you to the FPAN staff for their contributions.

**Agenda Item VIII.** (Added Item: BAR Discussion by Tim Parsons) Dr. Parsons pointed out that the Board should have seen emails he sent with background information and he can address any questions. Discussion followed about the HMS Grant added requirement of permits and how FPAN, BAR, and DHR can work collaboratively. To develop an annual DHR/FPAN workplan, FPAN Leadership staff and BAR and DHR Leadership staff will meet to discuss priorities. A tentative schedule was proposed by Della: FPAN/BAR/DHR meet in late January/early February to discuss a workplan for 2020-2021; present to FPAN staff at their mid-February meeting; present to the FPAN Board in May for approval for upcoming fiscal year.

**Agenda Items IX.** Four directors' terms expire June 30, 2020. Adrienne Burke, Christian Davenport, and Jeffrey Mitchem are all are eligible for second terms and all desire to be reappointed. Gregory Cook's reappointment is made by the University of West Florida President. A motion was made to reappoint Adrienne Burke, Greg Cook, Christian Davenport, and Jeffrey Mitchem for second terms. (Motion 3, M/S/Approved)

Dr. Bense will follow up on Greg Cook's reappointment.

**Agenda Items X, XI, XII.** Dr. Bense called for old and then new business to be brought before the board, and asked for any public comment. Hearing none, she called for adjournment.



**Florida Public Archaeology Network  
Board of Directors Mid-Year Meeting**  
18 November 2019 – 9:00 am CDT (10:00 pm Eastern)

**AGENDA**

- I. Call to Order (Judy Bense, Chair)
- II. Roll Call
- III. Approval of Agenda
- IV. Approval of Minutes of May 10, 2019
- V. Rules of Communication Under Sunshine Law (Pamela Langham, UWF General Counsel)
- VI. Executive Director's Report (Della Scott-Ireton)
- VII. HMS Grant Update (Sarah Miller)
- VIII. BAR Discussion (Tim Parsons)
- VIX. Reappointment of Directors
- X. Old Business
- XI. New Business
- XII. Adjourn