

**Saskatchewan Archaeological Society**

**Board Meeting Minutes**

**Date: Saturday March 22, 2025**

**Present (via Zoom):** Erica Maier

**In Person:** Bruce Crouter, Wendy Fitch, Chris Foley, Denise Huynh, Sharon Meyer, Jody Pletz, Cara Pollio, Connor Probert, Alyshia Reesor, Karmen VanderZwan, Loni Williams

**Regrets:** Clint Blyth, John Thompson, Paul Thomson, Gary Wowchuk

**Staff:** Karin Steuber, Belinda Riehl-Fitzsimmons

President Loni Williams called the meeting to order at 9:39 am.

1. Approval of agenda

**MOTION** to approve the agenda. Carried.

2. Approval of February Meeting Minutes

**MOTION** to approve the amended February meeting minutes (add Sharon Meyer to the regrets list; Item #9 announcement summarized incorrectly – should read “A member made a notice of motion to be considered for the APSAS AGM: “Be it resolved that APSAS give notice to the SAS that we will terminate our status as a chapter of the SAS effective Dec. 31, 2025.”). Carried.

3. Interim Executive Director’s Report

**MOTION** to approve the Interim Executive Director’s report. Carried.

4. Policy Monitoring

4.1. Policy 12 - Audit & Risk Management Committee Terms of Reference

**MOTION** to approve Policy 12 monitoring report. Carried.

4.2. Policy 31 – Information Management

**MOTION** to approve Executive Limitation Policy 30 monitoring report. Carried.

5. In Camera

5.1. ED Search Update

**MOTION** to at the recommendation of the ED search committee, by way of a report from Leduc Consulting Ltd., the SAS board would like to offer the permanent position of Executive Director to Dr. Karin Steuber, to begin April 1st, 2025. Vote: Unanimously carried.

**MOTION** that the SAS Board agrees to increase the budget for the services of Leduc Consulting by \$1000.00, for a total of \$3,500.00 to capture any additional costs for engaging their services to draft both a new ED contract as well as a formal offer of employment letter. Vote: Unanimously carried

6. Audit & Risk Management Report

6.1. Announcement of ZPM and Member Funding recipients

**MOTION** that the Zenon Pohorecky Memorial Bursary be awarded to up to two recipients each year, in the amount of \$1,000.00 each. Carried.

**MOTION** that the Zenon Pohorecky Memorial Bursary be awarded each year to one recipient attending the University of Saskatchewan and one recipient attending the First Nations University of Canada. Carried.

6.2. Recommendation to transfer additional funds into the Saskatoon Community Foundation investments

**MOTION** that \$75,000 from our Conexus Credit Union be moved to the Research and Development Fund with the Saskatoon Community Foundation. Carried.

6.3. Recommendation to the membership the engagement of McClelland Debusschere as our auditors for 2025.  
**MOTION** to engage McClelland Dubusschere as our auditors for 2025. Carried.

6.4. Presentation of draft audited financial statement  
**MOTION** to approve the 2024 audited financial statement as presented. Carried.

**MOTION** to present the approved 2024 audited financial statements to the membership at the Annual General Meeting on April 15, 2025. Carried.

7. Other Business

8. Announcements

Loni Williams thanked the Chapter Representatives for participating on the Board, as this is their last meeting prior to the AGM.

Denise Huynh announced that she and Karin have completed the Advanced Board Governance training sessions.

9. Adjournment by Loni Williams at 12:02 pm.

Presentation by the Saskatoon Open Door Society (1:00– 3:15)

***REMINDER – Annual General Meeting is TUESDAY APRIL 15 at 7:00 pm via Zoom. A brief board meeting will follow.***

Minutes taken by Belinda Riehl-Fitzsimmons