

**Saskatchewan Archaeological Society**  
**Board Meeting Minutes**  
**Date: Wednesday December 10, 2025**

**Present (via Zoom):** Bruce Crouter, Faith Boser, Wendy Fitch, Erica Maier, Jody Pletz, Alyshia Reesor, John Thompson, Karmen VanderZwan

**Regrets:** Sharon Meyer, Loni Williams

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

First Vice-President Denise Huynh called the meeting to order at 6:35 pm.

1. Approval of agenda

**MOTION** to approve the agenda with an addition of an in camera session prior to the break, and an amendment to 7) board policies #14-15, 17-20. Carried.

2. Approval of October 4 Meeting Minutes

**MOTION** to approve the October 4 meeting minutes with the amendment that the meeting was in person. Carried.

3. Approval of Executive Director's Report

**MOTION** to approve the SAS application for accreditation with Imagine Canada. Carried.

**MOTION** to approve the Executive Director's report. Carried.

4. Executive Committee Report

**MOTION** to refer the formal risk assessment scheduling to the Audit and Risk Management Committee. Carried.

**MOTION** to strike the Performance Evaluation and Compensation Committee consisting of the Executive and John Thompson. Carried.

**MOTION** to proceed with a COLA increase for Executive Director Karin Steuber's salary for 2026. Carried.

5. Governance Committee Report

**MOTION** to approve the updated policies 1, 9, 16, and 21 as presented by the Governance Committee. Carried.

**MOTION** to accept the Ownership Linkage Committee terms of reference. Carried.

**MOTION** to accept the changes to the bylaws for presentation to the membership. Carried.

6. Audit and Risk Management Report

**MOTION** to approve all the committee reports. Carried.

7. Policy Monitoring

7.1. Policy 14 – Governance Committee Terms of Reference

**MOTION** to accept Policy 14 monitoring report. Carried.

7.2. Policy 15 – Executive Committee Terms of Reference

**MOTION** that the board add another member to the Executive Committee. Carried.

**MOTION** that Alyshia Reesor be added as the member at large to the Executive Committee. Carried.

**MOTION** to approve Policy 15 monitoring report with the addition of a board member to the Executive. Carried.

7.3. Policy 17 – President's Role

**MOTION** to approve Policy 17 monitoring report. Carried.

7.4. Policy 18 – 1<sup>st</sup> Vice President's Role

**MOTION** to approve Policy 18 monitoring report. Carried.

7.5. Policy 19 – 2<sup>nd</sup> Vice President’s Role

**MOTION** to approve Policy 19 monitoring report with the recommended wording changes. Carried.

7.6. Policy 20 – Past President’s Role

**MOTION** to approve Policy 20 monitoring report. Carried.

7.7. EL Policy 6 – Emergency Executive Succession

**MOTION** to approve EL Policy 6 monitoring report. Carried.

Assignment of Policy 11 – Faith Boser; 12 – Erica Maier; 21 – John Thompson; 22 – Alyshia Reesor

8. In Camera

**MOTION** that Karin Steuber and Belinda Riehl-Fitzsimmons each receive a \$1,000 bonus for 2025. Carried.

9. Nominations Committee Report

Denise Huynh has let her name stand for President. A few other people have been asked if they’d like to run but there is no confirmation.

10. Meeting dates for January to April:

10.1. Wednesday February 11 at 6:30 pm by Zoom

10.2. Sunday March 22 at 9:30 in person at the SAS office

10.3. Tuesday April 21 at 7:00 pm. – Annual General Meeting by Zoom

11. Announcements – HOHO Volunteer Appreciation Day December 13, 1-4 at the office.

12. Adjournment

Denise adjourned at 8:52 pm.

*Minutes taken by Belinda Riehl-Fitzsimmons*