

**Society for Archaeological Sciences**  
**General Secretary's Report, 2010**  
**Presented at the SAS annual business meeting, March 31, 2011**  
Rob Sternberg, General Secretary  
[rob.sternberg@fandm.edu](mailto:rob.sternberg@fandm.edu)

Calendar year 2010 was the eighth full year for the General Secretary's office at Franklin & Marshall College, after 25 years at Riverside.

The General Secretary (GS) is responsible for the membership database. We are using Microsoft Access. The database now has valid emails for over 90% of its members. The GS manages this software himself. Finances are tracked using Quicken software along with the use of Excel.

Banking is done through a checking account with the Bank of America. Credit card charges are made through touch-tone phone. PayPal is now used for almost 2/3 of membership payments. The corporate headquarters for SAS is still at Riverside; updated incorporation documents were filed with the State of California. Royalty payments from Springer were electronically deposited into the SAS bank account. The certificate of deposit that had been held for several years was cashed in.

Franklin & Marshall College has generously provided assistance to the Society. There is no charge for secretarial help when it is needed. There is no charge for long-distance phone calls, postage for the occasional mail item, or small volumes of copying.

The General Secretary continued into a third year both a blog (<http://socarchsci.blogspot.com/>) and a wiki (<http://sites.google.com/site/saswiki/>) on behalf of the Society. Rachel Popelka-Filcoff and Destiny Crider co-authored the blog this past year. In 2010 the blog average one entry per week. The wiki has about 10 entries per month. The modification of the wiki for self-updating of membership information, considered at last year's meeting, did not take place this year.