

## Summing up - over 2016:

We got 29 new members (8 institutional and 21 individual). We lost more than ever: 22 in total, who "did not renew their membership" or refused to pay. Four of them did not pay already in 2015, so we also had to cancel those invoices from 2015 (for € 190). At the end of 2016 we had 258 members. We budgetted € 17.500 as income from membership fees in 2016, and we got almost € 17.750

Of the 2016 revenues, € 17.350 is paid so far. Still open € 385. We sent invoices in January, reminders in May with Digest 1. Later we sent another reminder in August and started to call members late September and throughout October. Another reminder was sent in November (while second Digest was sent to those who paid).

It is increasingly difficult to sell adverts for the EXARC Journal Digest, but we managed to get some in the second issue of Digest (with the advise of the Board to lower the prices for the members)

With the "Reinventing EXARC" campaign we got € 2.582 in 2016. That includes the crowdfunding and auction. Next to it we got € 200 in 2015.

We also got money from sales and subscriptions - over € 1.500: in the last Bulletin of SPT we included an invitation for SPT members to join EXARC / subscribe to the Digest (with huge discount). 10 old SPT members took the advantage of our offer, 2 became EXARC member.

The OpenArch partners together paid € 4.800 to keep the OpenArch websites online till 2021. We used that money to properly archive those websites.

In January we got the audit done over OpenArch related expenses 2011-2015. In late March more questions followed, which we solved within 2 weeks (a small invoice followed on that from the auditor). The report was sent to Brussels in April. We expect to get € 4.632 back. However in December 2016 and January 2017 more questions came from Brussels, one included 2 invoices of EXARC. We sent all extra requested information and hope for a positive outcome.

The total EXARC income for 2016 was expected to be € 24.685. We managed to get much more: € 27.508 (more members, sales and donations). Our expenses were also much lower than expected € 27.556 against € 29.539 budgetted (cut on hosting, staff and PR). All together we used only € 48 of our reserves (we were expecting to use almost € 5.000) and still did all as planned.

We had an increase in website visitors with 12% to over 100.000 per year. The stream of visitors from the US increased from 20% to 29%, partly due to the REARC conference. Our Social Media reach increased by 11% to almost 20.000 people.

## debet

### 401 Staff & Contracts

<b>40130</b>	The work in EXARC is divided over 2 volunteers in the Secretariat. The Director had a full time job aside of EXARC since 2013 till end of May 2016. In the first 6 months 2 volunteers did 575,50 volunteer hours. That is much more than in 2015, but there was also more work - like finishing the EU project, and several meetings. In the last 6 months 852,25 hours were made, much time went into writing the EU application for Support to EU Networks, but also contacts with members and organizing the conference EAC10, taking place in 2017. This makes a total of 1.427,75 hours. The two staff members received a volunteer fee (€ 125 per month). See the separate report with the hours.	€	<b>3.000</b>
<b>40140</b>	With the start of 2016 we have a new volunteer position for the online repository. One of our editors is taking care for the repository now, while it sits at tDAR.	€	<b>194</b>
<b>40150</b>	The Chief Editor and the Editor of the Journal received a monthly volunteer fee. In 12 months they worked 313,5 volunteer hours. See the separate report with the hours.	€	<b>1.411</b>

### 430 Conferences and Meetings

February: the EXARC secretariat joined the AGM of the VAAE (Dutch association for experimental archaeology) where we discussed the future of VAAE, and the possibility to join EXARC. VAAE has been having issues with getting board members, and publishing a journal. EXARC can offer the VAAE members a possibility to continue with their activities.

March: About 25 members convened in Leiden, the Netherlands for a two-day meeting revolving around a discussion on EXARC's future. On 11 March our host was the Faculty of Archaeology, University of Leiden in the person of Prof. van Gijn. During both days we had extensive presentations by the EXARC Secretariat on possible improvements in EXARC and how our website could aid these developments. Many members added their two cents and we hope to include more members in the near future. On Saturday EXARC held its annual general meeting (AGM) where the finances of the previous year were agreed and a few small changes were made in the composition of the EXARC Board. Later that day we also had a Board meeting.

April: A preparation meeting for the ICOM session in Milan took place in Xanten, Germany. The EXARC Director joined the meeting.

May: An EXARC Board delegation, including the Chair, Treasurer and one Board member met in the UK to discuss options for an EU grant proposal for EXARC. Included in the discussion were Dr Hurcombe, member from Exeter, and the EXARC Secretariat

May: during the meeting in the UK a discussion took place about the future of REARC and SPT in connection with EXARC.

June: the EXARC Director gave a paper about experimental archaeology at the annual meeting of bio-archaeologists, in Groningen (NL)

July: Early July 2016, about 3,000 museum professionals convened in Milan (IT) for a packed program with loads of presentations, workshops and excursions. The theme was "Museums and Cultural Landscapes" – a very fitting starting point for EXARC and its open-air museums.

September: The European Association of Archaeologists held its annual conference in 2016 in Vilnius, Lithuania. About 1,500 participants attended a program with a similar number of papers in over 100 sessions. About a dozen EXARC members attended witnessing among others papers about archaeological tourism, visualisation, experiment and reconstruction. We expect a number of papers to be published through EXARC.

September: the EXARC Director gave a paper about experimental archaeology at the annual meeting of people working with the Dutch part of the Roman Limes border, in Utrecht (NL)

November: 18 & 19 November, a colourful crowd attended the Reconstructive and Experimental Archaeology Conference (REARC). Venue was the world famous living history museum Colonial Williamsburg in Virginia. In total, about 90 people participated, of which about 40 students. People travelled from West Coast to East Coast to join, and also several EXARC members from Europe were present. Following the conference, a delegation of the EXARC Board had a meeting with the REARC Board.

November: the EXARC Director gave a keynote paper at the first international conference for in-situ museums, in Mexico City. The paper was about in-situ museums, archaeological open-air museums and in-situ reconstructions.

€            **60**

€            **60**

## 451 PR, Journal & Websites

January - December: 2016, all four issues of the EXARC Journal 2014 went open access with 22 peer reviewed articles. The 21 mixed matters articles were already open access from the start. Each article was subsequently posted on Social Media. Last year too, we published 4 online issues of the EXARC Journal. These contained 21 peer reviewed articles for members only and 21 mixed matters pieces. Articles in the latter category, open access, are published every few weeks.

In 2016, we started work on the EXARC Journal with a new structure. We recruited seven new editors and now have nine. We are looking for one more person to proofread the Digest.

Late 2015, we called for new reviewers because we only had eight. By now, we have 22 reviewers from 11 countries. We are getting a wide range feedback with much helpful advice, appreciated by the authors.

January - December: We sent 12 newsletters to our members, informing them about our conferences, EXARC Journals, news from members, explaining about ICOM and what EXARC does in general. The Newsletters are all available online.

<b>45100 PR websites</b>		<b>€</b>	<b>8.994</b>
April - July: we moved the Bibliography to tDAR. It needed to be cleaned first, and also cut from the other content. In June several samples were made, and discussed with the technician from tDAR. By the end of July all was moved.	€	1.500	
July - October: we worked on splitting the EXARC online portal, making all EU websites separate websites, which could one-by-one be cleaned and updated. We have now 5 EU websites from our previous EU projects, we intend to keep them online till at least 2021.	€	5.500	
July – December: we added 15 new venues to the worldwide listing of archaeological open-air museums at <a href="http://www.exarc.net/venues">www.exarc.net/venues</a> . The total list holds 487 presentations of museums.			
January - December: The costs for our website (hosting and domains) in the first 9 months were the same as last years (around € 1.000). In September we decided to move to a cheaper server, as soon as the Bibliography moved away and the EU websites were archived, that will save over € 1.000 a year	€	794	
January-December: we had several issues with the server, sometimes offline 3 or 4 times a week. Since we planned to move to a cheaper server we were trying to keep it running, restarting it weekly. Later in the year we got problems with mail (it was moved to Gmail) and newsletters (new server did not allow sending newsletters through external server). All was solved. The backs up are done weekly.	€	1.200	
<b>45150 PR material</b>		<b>€</b>	<b>69</b>
April - June: We designed and printed business cards for two EXARC Board members: Claus Detreköy and Pascale Barnes. Also cards for the secretariat were made	€	69	
<b>45155 EXARC Journal Digest</b>		<b>€</b>	<b>6.103</b>
May - June: The 2016 Spring EXARC Journal Digest was designed and printed. It contained a choice of articles from EXARC Journal issues 2015/3 to 2016/1: six peer-reviewed articles and four Mixed Matters. The articles are abridged (1 - 4 pages with images) with the full versions available online. The full colour journal was distributed among EXARC members and used as PR material. The work included also adding the articles to the online Issues 2016/1 and 2016/2.	€	3.090	
October - November: The second Digest was designed and printed, showcasing choice articles from EXARC Journal issues 2016/2 and 2016/3, bringing samples from different parts of the globe, including Germany, Italy, the Netherlands, Slovenia and the United States: six peer-reviewed articles and six Mixed Matters. The work included also adding the articles to the online Issues 2016/3 and 2016/4.	€	3.013	
<b>453 Postage</b>			
With the prices rising very fast in the Netherlands, we keep sending the EXARC Digests through Germany, notably in two large mailings per year. We hire somebody to get the stamps, bring them to the Netherlands, and then take all back to Germany and send from there. All other loose parcels and letters are sent through the Netherlands.			
<b>45300 Postage Journal orders</b>		<b>€</b>	<b>138</b>
January - December: With the auction taking place in the first 6 months of the year we send different books, journals and manuals across the world. See Sales for more.	€	138	
<b>45310 Sending Journal to Members</b>		<b>€</b>	<b>2.081</b>
January - February: Sending Digest to members who paid the 2015 invoices.	€	10	
May: Sending the EXARC Journal Digest Spring 2016 to our Members. We included a payment reminder for those who did not pay the 2016 membership fees.	€	892	
June - September: sending EXARC Journal Digest Spring 2016 to those who changed address etc.	€	31	
October - November: Sending Digest Autumn to Members.	€	1.110	
November - December: Sending Digest Autumn to members who paid later in the year.	€	38	
<b>45320</b> May: Postage to authors and editors of the EXARC Journal Digest Spring 2016.	€		<b>51</b>
<b>45330</b> June: sending free copies of the EXARC Journal Digest.	€		<b>19</b>
<b>45340</b> January - December: We got 29 new members; they all receive a welcome package. In order to save postage we try to give the packages in person or wait for the next EXARC Journal Digest.	€		<b>166</b>
<b>45350 Postage PR other</b>		<b>€</b>	<b>195</b>
January: sending the OpenArch WP6 booklet to ICOM	€	11	
September: bringing EXARC Digests to Lithuania to be distributed at the EAA Conference	€	-	
September: sending EXARC Digests to Norway to be distributed at an experimental archaeology conference.	€	28	
September - November: Sending different parcels with Digests to the USA to be distributed at the REARC conference.	€	156	
October: distributed EXARC Digests among experimental archaeology students in Leiden (NL).	€	-	
November: distributed EXARC Digests at Roman event organised by Haemus in Macedonia.	€	-	
<b>45360 Postage administration</b>		<b>€</b>	<b>108</b>
January - December: We sent several letters including contracts to our volunteers, letters to the Chamber of Commerce, audit reports to Calafell, report 2014 and 2015 for signing to different EXARC Board members. Later in the year we had several parcels with the report of EXARC we had to send around to be signed. We also sent some letters to Brussels.			

## 454 Office

January - March: All paperwork for the year report needed to be done end December / early January. Therefore, all 2015 papers were sent to the accountant by mid January. A week later we had a first draft of the year statement by the accountant and discussed with the treasurer. It was then also sent to the EXARC auditors. They approved all, and confirmed it was OK at the AGM, where members unanimously agreed with the 2015 year report. We had the final version signed in March by the EXARC Board  
**January - April: We were occupied with the final OpenArch Report and audit 2011-2015; the year 2015 needed to be completed in the online system ONCAT as well as several written reports needed to be delivered to the OpenArch Lead Partner. The auditor had his report done in January. Later in March a few issues were raised (a few documents needed an extra signature from the auditor).**

April: with the help of the EXARC secretariat a new EU Project application submitted by Butser Ancient Farm. A consortium of about six EXARC members applied for EU funding for an adult learning project on volunteers in archaeological open-air museums. The project, by the name 'Voluntarius' includes both experienced and 'new' partners from the UK, Belgium, Sweden, the Netherlands, Italy and Germany. It was unfortunately not succesfull but there may be a second attempt in 2017.

June: Cooking with archaeologists is a blog & podcast about food, fieldwork, and stories. The EXARC Director was interviewed about his work with open-air museums, education, and archaeological tourism.

July: ICOM Russia requested our help with finding expertise for the preservation of the vertical archaeological excavation pit with Palaeolithic remains. We brought them in touch with specialists from Serbia and Spain.

August - December: EXARC and Kernave are working together to organise a conference in Kernave in September 2017.

October - November: On 11 November 2016, EXARC filed an application with the EU for support for European networks. The outcome is expected to come in March / April 2017. EXARC will highlight the migration of food and artisan products in the archaeological past (in this case 7500 BC – 1500 AD), showing its relevance for modern times, emphasising our common European past. We aim to reach new audiences for archaeological open-air museums: refugees, the silver generation and people with special needs and with that, improve this category of museums. We got important help from several members of the Board while writing and discussing the plan.

January - December: the EXARC Secretariat prepared a plan for the VAAE (NL) for a possible transition of part of their members to EXARC. This work included several meetings

January - December: EXARC and Leiden University are working together to organise the April 2016 Conference on Experimental Archaeology (EAC10), taking place in Leiden, The Netherlands. We got all program arranged including presentations and posters by end of December.

January - December: Occasionally EXARC members as well as non-EXARC Colleagues ask advice concerning setting up an own Archaeological Open-Air Museum. Sometimes they visit us for a full day of discussion. In other cases we have phone conversations or email exchange. also several discussions took place through Social Media. For example in October EXARC Director visited Zeiteninsel Project in Germany. The costs were covered by the inviting party.

45400	<b>Office Costs supplies</b>		€		<b>171</b>
	January - June: we got some office supplies like folders and a printer cartridge.	€	46		
	July - December: phone costs for the whole 2016 and repairment set for a chair.	€	126		
45410	<b>Office Costs administration</b>		€		<b>70</b>
	January: we bound the accountant reports 2014 and 2015.	€	12		
	Printing address labels for the EXARC Digest Number 1 and 2.	€	58		
45420	<b>Office costs gifts</b>		€		<b>14</b>
	March: we got a present for a leaving EXARC Board member.	€	14		

## 455 Accountant

45500	January - December: payments for the bookkeeping software.	€	293		
	<b>the final accountant bill will come in March 2017, we expect to pay extra about:</b>	€	1.237		
	May: we paid the openArch auditor for extra work.	€	139		
	January: the costs for the 2015 accountant report were less then expected, so an amount of € 279,21 was credited to us (because we had calculated the full amount in the 2015 report).			-€	<b>279</b>

## 456 Travels & External Contacts

45600	<b>Staff travel</b>		€		<b>850</b>
	February: travel to the VAAE AGM meeting.	€	54		
	March: the EXARC Director attended the EXARC meeting in Leiden, incl AGM and EXARC Board meeting.	€	32		
	April: the EXARC Director visiting Xanten for a preparation meeting for the ICOM session in Milan in July.	€	56		
	May: the Secretariat travelled to the UK for the ThinkTank meeting on future EU projects.	€	256		
	June: the EXARC Director visiting a Swedish EXARC member at Archeon.	€	4		
	September: the EXARC Director joined the EAA conference in Vilnius, Lithuania.	€	64		
	September: the EXARC Secretariat visited the State Cultural Reserve of Kernave, a UNESCO World Heritage Site since 2004 and also long-time member of EXARC. We plan to organize a conference there in September 2017.				
	September: the EXARC Director visited the Eindhoven Museum, discussing the excursion for the EAC10 Conference.	€	24		
	October: teh EXARC Director travelled to attend the REARC Conference in the USA.	€	350		
	October: the EXARC Director visited Vlaardingen, discussing the excursion for the EAC10 Conference	€	9		
45610	<b>Staff subsistence</b>		€		<b>966</b>
	May: the Secretariat's food costs on the UK trip.	€	89		
	July: extra costs for attending the ICOM conference in Milan (the other 1.000 EUR was generously paid by ICOM The Netherlands).	€	323		
	September: accomodation etc costs of the Secretariat during the EAA conference in Vilnius / Kernave meeting.	€	411		
	October - December: accomodation costs of the EXARC Director for the USA trip.	€	143		
45620	<b>External / Board travel</b>		€		<b>1.021</b>
	March: four EXARC Board members claimed their costs for attending the Leiden Board meeting.	€	771		
	May: one EXARC Board member claimed money for attending the UK Board meeting.	€	250		
45625	<b>External / Board subsistence</b>		€		<b>213</b>
	May: dinner for the Board and EXARC Secretariat after a full day meeting in UK	€	213		

**Total Debet (general expenses)** € **27.283**

**Credit**

<b>830 Donation</b>		€	<b>2.582</b>
From November 2015 till end of June 2016 we had two campaigns going on:			
# one was a CrowdFunding campaign; in 2016 we collected	€	608	
# we also had an auction, where we sold books, manuals, journals and items from members	€	1.886	
Besides that, several small donations came in	€	87	
<b>851 Contributions</b>		€	<b>17.736</b>
85100 Invoices for the members' fee were sent in January 2016, printed reminders with the EXARC Journal Digest Spring 2016. And later several reminders during the year. The amount includes open invoices (2016) of € 385.	€	17.310	
Contribution fees received in advance (in 2015) for 2016	€	921	
credit notes over 2015	€	-190	
credit notes over 2016	€	-305	
<b>852 Adverts</b>		€	<b>500</b>
We sold only 2 adverts for the website (each € 50 - assuming that we will rebuilt the website later in 2016). We did not sell any adverts for the EXARC Journal Digest Spring 2016.	€	100	
November - December: we sold three adverts for Digest 2	€	400	
<b>854 Sales</b>		€	<b>6.313</b>
The OpenArch partners paid a sum for keeping OpenArch websites on line till end of 2021.	€	4.800	
Several old SPT members bought a subscription for 3 years Digest (6 issues: 2016-2018)	€	724	
We sold several Digests to a member and to a customer in New Zealand.	€	189	
REARC USA: Every non-EXARC member paid 10 USD extra conference fee. For this, EXARC hosted the conference site, did the administration of participants and gave every non-EXARC participant two Digests.	€	600	
<b>856 Publication Income</b>		€	-
No book sales.			
<b>879 Conferences</b>		€	-
No other income was generated at the conferences.			
<b>Total Credit (general income)</b>		€	<b>27.131</b>
<b>Operating result</b>		-€	<b>152</b>
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<b>465 Bank costs</b>			
46500 Rabobank costs	€	159	
46510 Paypal costs	€	114	
<b>Debet</b>	€	<b>273</b>	
<b>851 Contributions</b>			
85150 When paid through PayPal, transactions costs are added.	€	291	
<b>898 Interest banks</b>			
89810 The interest on our savings account.	€	86	
<b>Credit</b>	€	<b>377</b>	
<b>Result</b>		€	<b>104</b>
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<b>Balance 2016</b>		-€	<b>48</b>
accumulated reserves till end of previous year (2015)	€	11.437	
accumulated reserves on 31 December 2016	€	11.389	