



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

# **ANNUAL REPORT 2025**



**Images on opposite page (top to bottom, left to right):**

*AACAI NSW/ACT celebration of Dr Jillian Comber's Life Membership in Sydney, Dec 2024 (Photo: Fenella Atkinson)*

*AACAI VIC QGIS for Heritage Professionals Workshop in Melbourne, Nov 2025 (Photo: John Bryant/Mammoth Geospatial)*

*AACAI WA Sundowner Talk with Dr Fiona Hook in Perth, May 2025 (Photo: JJ McDermott)*

*AACAI WA Annual Trivia Night in Fremantle, Sept 2025 (Photo: Emma Beckett)*

*AACAI NSW/ACT Lithics Knapping Workshop in Sydney, Nov 2025 (Photo: Fenella Atkinson)*

*AACAI members having social drinks in Brisbane, April 2025 (Photo: Lynley Wallis)*

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# **National Executive Committee Reports**

## **President's Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

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## **AACAI President's Report 2025**

Another year has almost past us by, and once again we pause to reflect on the year in the cultural heritage management sector. AACAI has had another big year and looks forward to another one in 2026!

I have again had the privilege of being the President on an exceptional National Executive Committee at AACAI in 2025. I am especially grateful for the tireless hard work of our indefatigable Secretary, JJ McDermott, and the similarly untiring Vice-President, Lynley Wallis, whose wisdom and experience of several past AACAI NECs (and of the sector generally) has been invaluable.

### **NEC Meetings**

The National Executive Committee held seven online meetings this year. Our meeting wrangler and Secretary, JJ McDermott, has had the occasionally challenging job of organising these meetings, which have been fruitful. Following some pointed and public criticism from an unnamed member of the NEC of my tendency to allow the meetings to run a little long, NEC meetings were run in such a manner as to be efficient and relatively concise.

### **Ever Increasing Membership!**

Continuing the trend noted last year, the membership of AACAI is growing healthily in most states, with membership at an all-time high of 209! This is an increase from 170 in December of 2023. This appears to reflect an increased AACAI social media presence, the impact of the "Meet the Graduates and Colleagues" at the 2024 AAA conference, an increase in AACAI's communication across all platforms, and the superb efforts of Membership Secretary Kane Ditchfield.

### **AAA Partnership Continues**

As outlined in last year's report, a focus of the current AACAI NEC was to restore the previously warm relationship between the Australian Archaeological Association (AAA) and AACAI. In Western Australia, this led directly to a collaboration between AACAI and AAA on a letter to WA Liberal Party leader, Libby Mettam, regarding misinformation in relation to Aboriginal heritage laws that the Minister had disseminated in a public forum. Two AACAI members, Emma Beckett and Carly Monks, are currently formally representing the association on the Australian National Committee of Archaeological Teaching and Learning (ANCATL), picking up a role formerly undertaken by Caroline Bird. The jointly sponsored "Meet the Graduates and Colleagues" event will once again be running at the AAA conference this year. A very special thanks to the special AACAI sub-committee who have been organising this event from our side, NEC members Vice President Lynley Wallis and Treasurer Sarah de

Koning. JJ McDermott and Lynley Wallis will be convening an expanded AACAI session at the AAA/AIMA conference in Fremantle this year.

## **Newsletters, Website & Social Media**

AACAI Secretary and content production Superman JJ McDermott has somehow found time to continue to pump out quarterly AACAI Newsletters this year, the highlight of which has been his occasional film reviews. All kidding aside, the National Archaeology Week special addition (April-June 2025) was a triumph, with its review of each state chapter (and some states without chapters!) and AACAI member profiles. Honestly, you're better off reading those newsletters than this dull report. I'd just stop reading this and go and find those in your inbox if I were you.

The AACAI website has had a facelift and is now somewhat easier to navigate. AACAI's social media profile has now escalated and, while not quite at the level of the average high school student, it has significantly raised the level of our visibility in the online space (shoot me now) and appears to have contributed to an increase in membership.

## **Relaunch of JAACA**

As outlined in the AACAI newsletter for July-September 2025, the Journal of the Australian Association of Consulting Archaeologists (JAACA) is relaunching with a new editorial team of Lynley Wallis, Heather Burke, Jacqueline Matthews and Darran Jordan. Thanks so much to the new editorial team for driving this exciting development! A new JAACA landing page can be found on the AACAI website where a JAACA style guide and instructions on how to make submissions can also be found there.

## **Student Support Fund 2025**

The Student Support Fund was Relunched in 2025 with \$4500 in funds from Comber Consultants, Heritage Now, Big Island Research, Wallis Heritage Consulting and Associates Archaeology & Heritage and a \$1500 top-up from AACAI. There were four recipients of \$1500 each: Jonathan Bennett (Uni Sydney), Kayla Turner (James Cook), Joseph Roth (UQ) and Zabi Nezam (UWA). Thanks so much to Tessa Boer-Mah for administrating the fund and to Lynley Wallis, JJ McDermott and Chris Clark for assessing the applications.

## **Awards**

It was a unanimous decision to grant a Life Membership to Dr Jillian Comber in December 2024. Dr Comber has had (and continues to have) a long and distinguished career in heritage consulting, and those of us who have been able to seek her advice of all manner of subjects in the discipline know that we are fortunate indeed!

The Laila Haglund Award for 2024 went to Kate Greenwood with Madonna Thomson and James Bonner of Jagera Daran Aboriginal Cultural Heritage Body for their wonderful paper in the AACAI session at AAA 'Connecting Bark and Wooden Material Culture to Culturally Modified Trees in Yagera Country, South East Queensland'.

## **Ongoing External Interactions**

Environment Institute of Australia and New Zealand (EIANZ) reached out to AACAI this year to discuss their Heritage Specialist certification (CEnvP-HER) for heritage practitioners within the wider Certified Environmental Practitioner (CEnvP) scheme. JJ McDermott and I met with Dr McLaren North and Annabelle Davis of EIANZ to discuss the scheme. MacLaren gave an overview of the scheme and confirmed that there are 8 EIANZ members who have been certified as a heritage practitioner since it started over 5 years ago, stating that they wanted

to promote it further. Both JJ and I responded that we felt that the scheme conflicted with AACAI membership and therefore did not see any reason to promote it. EIANZ took this on board and stated that they wanted to collaborate further with AACAI. It was agreed that EIANZ would keep in touch with AACAI if any events were to occur that may interest our members. I welcome any further discussion with AACAI members in relation to EIANZ's Heritage Specialist certification.

Professor Liam Brady at the new ARC Training Centre for Advancing Archaeology in the Resources Sector reached out in October to discuss the possibility for AACAI to have a representative on their strategic advisory committee. In early November, JJ, Kane Ditchfield and I had a very productive meeting with Professor Brady to discuss this and the project in general. We are pleased to announce that AACAI legend Dr. Jillian Comber will be representing AACAI on the committee, and we thank her for taking on this role and thank Professor Brady for extending this offer also.

## **Legacy Issues**

Legacy issues continue to be a focus of the AACAI NEC, although once again, thanks to the hard work of our Treasurer, Sarah de Koning, some advances have been made grinding through the seemingly never-ending taxation issues! It's probably worth noting here that Matt Barber has found himself in the high-profile low-reward role of Public Officer for AACAI and we thank him for it! When next you see him, thank him in person...

## **Sponsorships**

Lest anyone think that our ongoing issues with the tax department has led to the belt being tightened at AACAI – no! We have sponsored widely this year, including AAA/AIMA conference in Fremantle, the 2025 Victorian Archaeology Colloquium in Melbourne, and the World Archaeology Congress (WAC-10) in Darwin.

## **Victorian Chapter**

It has been fantastic to see the Victorian state chapter return to such an active condition under the State Committee of Jim Wheeler, Chris Clark, Leah Tepper, Josara de Lange, Erica Walther and Kym Oataway. Some of the events that the Victorian chapter have run in 2025 include: Conflict Resolution Workshops, an AACAI Information Talk at the Victorian Archaeology Colloquium, QGIS Training with Mammoth Geospatial as well as several social events.

## **NSW/ACT Chapter**

The NSW/ACT chapter has also been busy in 2025, hosting their fifth Aboriginal Archaeology Future Forum, a couple of lithics and stone tool workshops and several social events (including one in celebration of Jillian Comber's AACAI Life Membership).

## **WA Chapter**

The Western Australian chapter has historically been very active, and 2025 has been no different. There have been many sundowner talks with experts in different fields of archaeology, several social events (the jewel in the crown of which is the Annual Triva Night, attended by 80 people in 2025), a special WA Museum visit as well running several QGIS Training workshops with Mammoth Geospatial. The chapter has also actively engaged with the Department of Planning, Lands and Heritage on the state-run Aboriginal Heritage Survey Program and the Native Title/Heritage processes review.

## **Working towards re-establishing the Queensland Chapter**

Lynley Wallis has once again taken up the challenge of re-establishing the Queensland AACAI chapter. While there seems to be some interest in doing so in the state archaeological consulting community, this has yet to convert to concrete action. In any case, an AACAI organised and funded QGIS Training with Mammoth Geospatial was run and was well patronised.

## **In the works: The Future**

As I trust the above review of 2025 suggests, AACAI is busy and actively working for the benefit of its members. Some key projects that on our radar that we have begun to work on in earnest in 2025 but have not yet completed are a proposal for corporate membership/company sign-up and a strategic plan for 2025-2035. The former is a potentially important step in increasing the membership numbers at AACAI and in widening the influence that the association has in the cultural heritage management sector. While we hoped that we would have a ten-year Strategic Policy to outline at the 2025 AGM, we just haven't had the time to give this our full attention this year.

As always, thanks so much to all the AACAI members around Australia for you continuing support.

All the best for the festive season.

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Date: 22 November 2025

**Dr Ian Ryan MAACAI**

*President, Australian Association of Consulting Archaeologists Incorporated*

## **Secretary's Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

## AACAI Secretary's Report 2025

I reckon this was the year that the current NEC really hit its stride...and that is saying a lot because we achieved some great things in 2024 too.

It really was a steady year of activities for AACAI, and it was great to see the active approaches from the State Chapters in terms of training, forums, social events, advocacy, and promotion of membership. The NEC were only too happy to provide support where it was needed.

The NEC were a well-oiled machine throughout the year and our embrace of the WhatsApp group chat allowed us to actively engage and discuss matters with immediacy – this is most welcome given our busy work-life schedules. We continued to have meetings on an almost monthly basis, and at each of our seven meetings in 2025 we were never wanting for a quorum (see Table 1). The State Reps were always available (or had alternates ready) and happy to run through Chapter activities. We usually had everything covered in an hour or so, with a running Action Table ensuring that we are on track with priorities from meeting to meeting.

**Table 1: AACAI National Meetings in 2025**

Date	Event	Location	Attendance
16 Jan 2025	National Executive Meeting	Via Zoom	7 (quorum met)
19 Feb 2025	National Executive Meeting	Via Zoom	8 (quorum met)
18 Mar 2025	National Executive Meeting	Via Zoom	7 (quorum met)
30 Apr 2025	National Executive Meeting	Via Zoom	7 (quorum met)
16 Jun 2025	National Executive Meeting	Via Zoom	7 (quorum met)
18 Aug 2025	National Executive Meeting	Via Zoom	7 (quorum met)
13 Oct 2025	National Executive Meeting	Via Zoom	7 (quorum met)

As Secretary in 2025, I have been focusing on a number of things – engagement with Angela, our Secretariat; engagement with Ivo, our website administrator; updating our website; responding to public queries through the website; assisting Sarah, our Treasurer, with our finances; ensuring our insurances are up-to-date; organising NEC meetings, organising meetings with external parties; organising the upcoming AGM; liaising with the State Chapters about their AGMs; regular updates on our social media pages; and editing our quarterly newsletters.

I am personally very proud of the position that AACAI is in right now, and I am hopeful that 2026 and beyond will continue to see our Association go from strength to strength as the peak professional body for professional archaeologists and a leader in consulting archaeological standards and ethics. We are now well over 200 members, and I am pretty sure our numbers have never been as high as that before. Kane will provide more details on the numbers in his Membership Secretary report, but it is a huge achievement to have acquired so many more members since this current NEC came on board in April 2024.

### **Newsletters**

Three Newsletters were released in 2025 at the time of writing, with another end-of-year issue to come out post-AGM (see Table 2). It was enjoyable putting these out and I have had a lot of success with Canva as an online platform in creating these. Thanks to all who provided content throughout the year, especially the State Reps who were always available with updates and photos of their events, but also to the random selection of members who provided some fun profiles about themselves for the National

Archaeology Week special issue in May. I think this was really well-received, and I am hopeful we can continue to provide these vibrant updates to our membership and the wider consulting archaeology realm in 2026.

**Table 2: AACAI Newsletters in 2025**

Date	Details	Link
4 Mar 2025	Newsletter Number 161 - Jan-Mar 2025	<a href="#">Link here</a>
19 May 2025	Newsletter Number 162 - Apr-Jun 2025	<a href="#">Link here</a>
24 August 2025	Newsletter Number 163 - Jul-Sept 2025	<a href="#">Link here</a>

### **Media Releases, Open Letters and Statements**

The NEC, with the help of the State Chapters, continued to advocate and provide guidance for its members and the profession of archaeology in 2025. Earlier in the year, members of the WA Chapter expressed concerns over public comments made by the WA Liberal leader that misrepresented Aboriginal heritage laws in the west, and so it was decided to pen a public letter with some clarifications and facts. The WA, VIC and NSW/ACT Chapters collaborated with the NEC on a public statement regarding minimum qualifications for employing and engaging consulting archaeologists, after many members expressed concerns about companies openly employing unqualified or inexperienced archaeologists (often students) without any regard for ethics or standards in our profession. Later in the year, the WA Chapter worked on a public advocacy letter regarding a WA Government review of Aboriginal heritage and Native Title processes in the resources sector, and the VIC Chapter penned a statement condemning the truly sickening neo-Nazi and far-right attacks on an Aboriginal camp in Melbourne.

**Table 3: AACAI Media Releases, Open Letters and Statements in 2025**

Date	Details	Link
26 Feb 2025	AACAI, ASWA & AAA Letter to WA Liberal Party leader, Libby Mettam regarding Aboriginal heritage laws	<a href="#">Link here</a>
13 May 2025	AACAI Statement on Minimum Qualifications for Consultant Archaeologists	<a href="#">Link here</a>
25 Jul 2025	AACAI Letter to Native Title Tribunal and WA Minister of Aboriginal Affairs re: Native Title and Aboriginal Heritage Process Review	<a href="#">Link here</a>
9 Sept 2025	AACAI Media Release – Condemnation of the recent attacks on Camp Sovereignty in Melbourne	<a href="#">Link here</a>

### **Social Media**

I have continued to be as active as I can on social media on behalf of AACAI. From last year, when we started to be active again, our Facebook and LinkedIn followers have continued to grow exponentially, and I truly believe that it is having an impact on membership growth.

- LinkedIn = 874 (up 213 from last year)
- Facebook = 2.5k (up ~100 from last year)

Table 4 below lists out the AACAI social media posts on LinkedIn and Table 5 lists out the posts on Facebook in 2025. Our highest impressions have included the announcement of Jillian Comber's muchly deserved AACAI Life Membership, our statement on minimum qualifications, the release of our Recommended Minimum Fee Scale, QGIS training in Melbourne, and the AACAI WA Annual Trivia Night.

**Table 4: AACAI LinkedIn posts in 2025**

Post Details	Month	Impressions	Likes	Reposts
Australian Archaeology in Profile 2025 Survey	Dec-24	477	6	1
AAA Conference 2025 Review	Dec-24	1362	27	-
Laila Haglund Prize for Excellence in Consultancy	Dec-24	834	32	-
<b>Dr Jillian Comber - Life Membership - Announcement</b>	<b>Dec-24</b>	<b>1491</b>	<b>31</b>	<b>1</b>
New Members Update	Jan-25	1250	25	-
2025 Victorian Archaeology Colloquium	Jan-25	705	18	-
AACAI NSW/ACT Event - Dr Jillian Comber - Life Membership	Feb-25	514	12	2
AACAI WA Event - Richard Fullagar and Judith Field Seminar	Feb-25	649	12	2
AACAI Training - QGIS Workshop in Brisbane	Feb-25	1200	25	8
AACAI WA Event Summary - Richard Fullagar and Judith Field	Feb-25	585	16	-
AACAI VIC Event Summary -2025 Victorian Archaeology Colloquium	Feb-25	668	16	-
AACAI NSW/ACT Event Summary - Dr Jillian Comber	Feb-25	1224	27	-
AACAI WA Event - Social Networking Drinks in Perth	Mar-25	317	3	-
AACAI, AAA, ASWA Open Letter to Libby Mettam	Mar-25	793	7	-
AACAI Newsletter - Jan-Mar 2025	Mar-25	811	9	1
AACAI WA Event - Nathan Jankowski Seminar	Mar-25	688	12	2
AACAI Members Directory Reminder	Mar-25	1100	24	2
WAC Early Career Women Support	Apr-25	683	19	1
WAC Registration Reminder	Apr-25	450	13	-
AACAI Event - Social Networking Drinks in Brisbane	May-25	220	3	1
AACAI VIC Training - Conflict Resolution Workshop	May-25	751	9	4
AACAI Contribution to Australian Archaeology Journal forum	May-25	840	14	-
AACAI WA Event - Fiona Hook Seminar	May-25	286	3	3
AACAI WA Event reminder - Fiona Hook Seminar	May-25	263	2	1
AACAI Newsletter - Apr-Jun 2025	May-25	1110	28	5
<b>AACAI Statement on Minimum Qualifications</b>	<b>May-25</b>	<b>2265</b>	<b>40</b>	<b>5</b>
AACAI Session at 2025 AAA/AIMA Conference	May-25	460	11	1
<b>Join AACAI reminder</b>	<b>May-25</b>	<b>2060</b>	<b>26</b>	<b>1</b>
AACAI Session at 2025 AAA/AIMA Conference reminder	Jun-25	356	8	-
AACAI Student Support Fund 2025	Jun-25	694	15	-
AACAI WA Training - QGIS Workshop in Perth	Jul-25	591	7	2
AACAI Statement on Minimum Qualifications reminder	Jul-25	620	10	-
AACAI NSW/ACT Event - Aboriginal Archaeology Future Forum	Aug-25	957	19	4
AACAI WA Event - Annual Trivia Night	Aug-25	406	7	1
AACAI Newsletter - Jul-Sep 2025	Aug-25	414	5	-
<b>AACAI Recommended Minimum Fee Scale</b>	<b>Sep-25</b>	<b>1797</b>	<b>34</b>	<b>3</b>
AACAI Media Release - Condemnation of Camp Sovereignty Attack	Sep-25	870	30	4
AACAI Student Support Fund 2025 - Recipients	Sep-25	776	28	-
AACAI NSW/ACT Event - Trudy Doelman Stone Tool Workshop	Sep-25	849	24	2
AACAI NSW/ACT Event - Aboriginal Archaeology Future Forum	Sep-25	613	10	2
<b>AACAI VIC Training - QGIS Workshop in Melbourne</b>	<b>Oct-25</b>	<b>2622</b>	<b>30</b>	<b>6</b>
AACAI NSW/ACT Event - Nina Kononenko Lithics Workshop	Oct-25	264	7	-
AACAI VIC Event - Social Networking Drinks	Nov-25	403	11	1
AACAI NSW/ACT Event summary - Aboriginal Arch Future Forum	Nov-25	277	11	1

**Table 5: AACAI Facebook posts in 2025**

Post Details	Month	Likes	Reposts
Australian Archaeology in Profile 2025: A Survey of Working Archaeologists	Dec-24	1	-
<b>AAA Conference 2024 Preview</b>	<b>Dec-24</b>	<b>23</b>	<b>1</b>
<b>Laila Haglund Prize for Excellence in Consultancy</b>	<b>Dec-24</b>	<b>30</b>	<b>2</b>
New Members Update	Jan-25	8	-
2025 Victorian Archaeology Colloquium	Jan-25	5	1
<b>AACAI NSW/ACT Event - Dr Jillian Comber - Life Membership</b>	<b>Feb-25</b>	<b>26</b>	<b>5</b>
AACAI WA Event - Richard Fullagar and Judith Field Seminar	Feb-25	5	-
AACAI Training - QGIS Workshop in Brisbane	Feb-25	7	-
AACAI WA Event Summary - Richard Fullagar and Judith Field Seminar	Feb-25	18	4
Job Advert		1	1
<b>AACAI NSW/ACT Event Summary - Dr Jillian Comber - Life Membership</b>	<b>Feb-25</b>	<b>33</b>	<b>1</b>
AACAI WA Event - Social Networking Drinks in Perth	Mar-25	3	-
AACAI, AAA, ASWA Open Letter to Libby Mettam, WA Liberal Leader	Mar-25	17	3
WAC Call for Papers	Mar-25	-	4
AACAI WA Event - Nathan Jankowski Seminar	Apr-25	2	-
WAC Early Career Women Support	Apr-25	8	-
AAA/AIMA 2025 Conference	Apr-25	2	-
National Archaeology Week 2025	Apr-25	3	1
AACAI Event - Social Networking Drinks in Brisbane	May-25	7	2
AACAI VIC Training - Conflict Resolution Workshop	May-25	2	-
AACAI WA Event - Fiona Hook Seminar	May-25	7	-
AACAI Contribution to Australian Archaeology Journal forum	May-25	9	1
Job Advert	May-25	-	-
Job Advert	May-25	-	-
Vicus advert	May-25	2	-
National Archaeology Week 2025	May-25	3	1
AACAI WA Event reminder - Fiona Hook Seminar	May-25	1	-
UWA Seminar - Vicky Winton	May-25	3	-
AACAI Newsletter - Apr-Jun 2025	May-25	3	-
AACAI Statement on Minimum Qualifications	May-25	9	9
AACAI WA Event summary - Fiona Hook Seminar	May-25	15	1
Draft NSW Heritage Strategy	May-25	4	1
AACAI Session at 2025 AAA/AIMA Conference	May-25	1	-
AACAI Student Support Fund 2025	Jun-25	8	2
2025 Tom Austen Brown Lecture - Amy Way and Wayne Brennan	Jul-25	4	1
AACAI WA Training - QGIS Workshop in Perth	Jul-25	6	2
AACAI Statement on Minimum Qualifications reminder	Jul-25	12	3
Job Advert	Jul-25	1	1
Job Advert	Aug-25	4	2
AACAI NSW/ACT Event - Aboriginal Archaeology Future Forum	Aug-25	6	6
National Science Week Lecture - Peter Veth	Aug-25	2	-
Job Advert	Aug-25	1	-
CAA Australasia Conference 2025	Aug-25	6	-
AACAI WA Event - Annual Trivia Night	Aug-25	2	2

**Table 5 continued: AACAI Facebook posts in 2025**

<b>Post Details</b>	<b>Month</b>	<b>Likes</b>	<b>Reposts</b>
ANCATL Learning Resources on AAA website	Aug-25	2	-
AACAI Recommended Minimum Fee Scale	Sep-25	6	1
AACAI Media Release - Condemnation of Camp Sovereignty Attacks	Sep-25	3	1
ArchSoc UWA Trivia Night	Sep-25	-	-
AACAI Student Support Fund 2025 - Recipients	Sep-25	16	2
<b>AACAI WA Event summary - Annual Trivia Night</b>	<b>Aug-25</b>	<b>25</b>	<b>-</b>
AACAI NSW/ACT Event - Trudy Doelman Stone Tool Workshop	Sep-25	5	5
UWA Seminar - Ian Ryan	Sep-25	2	-
AACAI NSW/ACT Event - Aboriginal Archaeology Future Forum	Sep-25	9	3
Job Advert	Oct-25	1	-
AACAI VIC Training - QGIS Workshop in Melbourne	Oct-25	13	9
2026 Victorian Archaeology Colloquium	Oct-25	-	-
AACAI NSW/ACT Event - Nina Kononenko Lithics Knapping Workshop	Oct-25	10	5
AACAI VIC Event - Social Networking Drinks	Nov-25	1	-
AACAI NSW/ACT Event summary - Aboriginal Archaeology Future Forum	Nov-25	11	-

### **Acknowledgements**

I want to thank everyone on the NEC – Ian, Sarah, Lynley, Kane, Matt, Jillian, Chris and Wendy. They have been such a pleasure to work with and learn from. We are all unique and diverse in our personalities, our backgrounds, and our outlooks, and this is what makes collegiality and collaboration on matters that rises above all of that, i.e. standards and ethics in our profession, even more special. Thanks also to Angela and Ivo for making our Association tick in the background, and to all the volunteers who serve on the State Chapter Executives and other sub-committees – they are the true stars of our profession!

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Date: 22 November 2025

**JJ McDermott MAACAI**

*Secretary, Australian Association of Consulting Archaeologists Incorporated*

**Treasurer's Report**



**AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED**

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## **AACAI Treasurer's Report 2025**

Access to the NAB bank accounts has been managed by the Treasurer, Secretary, President, and Vice President.

The primary financial activities have been:

- Payment of expenses through NAB Connect;
- Assisting Secretary with renewal of insurance policies;
- Assisting with financial statements and tax returns for 2024 period;
- Assisting with financial statements and tax returns for the outstanding periods 2004, 2009, 2007, 2010; and
- Assisting with auditor for the 2024 period.

### **Outstanding Periods 2019-2023**

During the last year, the financial statements for the previously outstanding periods of 2019–2023 have been audited at a cost of \$300/year +GST (see attached). AACAI has paid these costs.

Despite being an incredibly challenging process, we have successfully nominated Downs Accounting as our tax agent via the ATO. Matthew Barber as the public officer was the only person in the incorporation who was able to complete this and there was limited guidance online for AACAI's unique business profile. Tax returns for the periods 2019–2022 were lodged in early February 2025 with the tax return for 2023 lodged in June 2025.

### **Outstanding Periods Pre 2010**

It was only after AACAI received access to the ATO portal that we were alerted to the fact that the tax returns for 2004, 2005, 2006, 2007, 2008, 2009 and 2010 had not been submitted. No communication from the ATO for these outstanding periods was received when the NEC investigated outstanding tax returns during handover in 2024.

The NEC sought guidance from Downs Accounting on lodging tax returns for these periods as no records were available in the NEC Dropbox. Secretary JJ McDermott was successful in locating treasurer reports from 2004, 2009 and 2010, however the 2005, 2006 and 2007 reports did not provide a breakdown of income and expenses and could not be used to lodge tax returns. Additionally, no treasurer's report exists on record for 2008. Furthermore, we were advised that tax returns prior to 2016 are unable to be electronically lodged and must be physically signed and mailed to the ATO for lodgement.

From the date of this report, tax returns for the 2004, 2009 and 2010 periods are being prepared by Downs Accounting. The 2005, 2006, 2007 and 2008 tax returns will then be prepared using an estimate from the 2005 and 2008 periods.

### Outstanding Period 2024

There have been substantial issues with bookkeeping from the 2023/2024 financial period (inconsistent membership records, insurance payments, and secretariat invoicing), and these were only recently flagged when the completed financial statements and prepared tax return was presented to the auditor in November 2025. The completed financial statement for 2023/24 is attached.

### Financial Position at end of FY 2024-2025

At the end of the 2024-2025 financial year, a surplus of \$40,335.19 was brought forward, indicating a deficit of \$1,468.52 from our position at the end of 2024.

<b>Bank account</b>	<b>Closing balance (30/06/2025)</b>
Cash maximiser (Maximiser)	\$24,120.84
Community fee saver (Transaction)	\$16,214.35
<b>Total</b>	<b>\$40,335.19</b>

### Final Comments

From mid-June of 2025 I have been on maternity leave and have been unable to fully participate as treasurer in the same capacity that I did in 2024.

I must repeat my statement from my report in 2024: if the position of Treasurer cannot be filled by a member of AACAI who is able to commit to the role then the NEC must appoint an accountant to act in this role.

It was, and frankly still is, nigh on depressing to spend what time we had in 2024 solving 5 outstanding tax returns, only to enter 2025 discovering another 7 (with little to no records on file) and recently having multiple issues with the records from 2023/first half of 2024 (when the current NEC were not even on the NEC).

My eternal thanks to the rest of the NEC, in particular JJ McDermott for fielding many of the treasurer communications while I have been on maternity leave, and to Matthew Barber for his tireless effort to get through to the ATO.

Sarah de Koning

AACAI Treasurer

26 November 2025

**AACAI Financial Statements and Auditor Reports  
2020-2024**

23 January 2025

The Members of the Board of Management  
Australian Association for Consulting Archaeologists Inc.  
AACAI Secretariat  
Box 196, 585 Little Collins Street  
MELBOURNE VIC 3000

## INDEPENDENT AUDITOR'S REVIEW REPORT

To The Members of the Board of Management

### ***Report on the Australian Association for Consulting Archaeologists Inc. financial report***

#### ***Conclusion***

We have reviewed the accompanying 2020 financial report of **Australian Association for Consulting Archaeologists Inc.**, which comprises the statement of financial position as at 30 June 2020 and the statement of profit or loss for the year ended on that date and other selected explanatory notes.

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the 2020 financial report of **Australian Association for Consulting Archaeologists Inc.** does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2020, and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

#### ***Basis for Conclusion***

We conducted our review in accordance with ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*. Our responsibilities are further described in the Auditor's Responsibility for the Review of the Financial Report section of our report. We are independent of the **Australian Association for Consulting Archaeologists Inc.** in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the annual financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

#### ***The members of the board of management's responsibility for the 2020 financial report***

The management of the **Australian Association for Consulting Archaeologists Inc.** are responsible for the preparation and fair presentation of the 2020 financial report in accordance with a fair presentation framework by a non-reporting entity and for such internal control as the management determines is necessary to enable the preparation and fair presentation of the 2020 financial report that is free from material misstatement, whether due to fraud or error.

***Auditor's responsibility for the review of financial report***

Our responsibility is to express a conclusion on the financial report based on our review. ASRE 2410 requires us to conclude whether anything has come to our attention that causes us to believe that the financial report does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2020 and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

A review of the 2020 financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

***Independence***

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.

Yours faithfully



U-Li Cheong

**Strategic Integrative Accountants**

Dated 23<sup>rd</sup> January 2025

Suite 9, 143-147 Somerville Boulevard, WINTHROP WA 6150

Australian Association for Consulting Archaeologists Inc  
ABN 45 726 098 396  
**Special Purpose Financial Report**  
**For the period 1 July 2019 to 30 June 2020**

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## **Compilation Report**

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To the Officers of Australian Association for Consulting Archaeologists Inc

We have compiled the accompanying special purpose financial statements of Australian Association for Consulting Archaeologists Inc, which comprise the Statement of Financial Position as at 30 June 2020, the profit or loss for the period 1 July 2019 to 30 June 2020, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### **The Responsibility of the Officers**

The Officers of Australian Association for Consulting Archaeologists Inc are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information, and for the determination that the significant accounting policies as set out in Note 1 to the financial statements are appropriate to meet their needs and for the purpose that the financial statements were prepared.

### **Our Responsibility**

On the basis of information provided by the Officers we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the significant accounting policies as set out in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants (including Independence Standards).

### **Assurance Disclaimer**

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the Officers of Australian Association for Consulting Archaeologists Inc who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

Downs Accounting  
51/11 Tanunda Drive , RIVERVALE WA 6103

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Graham Downs  
Date:

## Statement by Members of the Board of Management

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The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the Committee the financial and notes:

1. Presents a true and fair view of the financial position of Australian Association for Consulting Archaeologists Inc as at 30 June 2020 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that Australian Association for Consulting Archaeologists Inc will be able to pay its debts as and when they fell due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Signed:



President: Ian Ryan



Secretary: JJ McDermott

Dated this 23 day of 01 2025

**Statement of Profit or Loss**

For the period 1 July 2019 to 30 June 2020

	2020	2019
Note	\$	\$
<b>Income</b>		
Conference Ticket Sales	-	4,500
Membership fees	24,640	25,575
Student Support Fund	-	5,750
<b>Total Income</b>	<b>24,640</b>	<b>35,825</b>
<b>Expenses</b>		
Accountancy fees	-	2,035
AGM expenses	238	-
<b>Auditors' remuneration</b>		
Auditors' remuneration	1,111	545
<b>Total Auditors' remuneration</b>	<b>1,111</b>	<b>545</b>
Bank charges	11	357
Conference expenses	4,508	13,053
Insurance	2,016	2,374
Laila Haglund award	500	-
Postage	288	-
Registration fees	-	84
Secretariat	13,161	11,662
State expenses	3,051	-
Student Support Fund	9,998	2,000
Website & logo	9,994	-
<b>Total Expenses</b>	<b>44,876</b>	<b>32,109</b>
<b>Interest</b>		
<b>Interest Income</b>		
<b>Interest received</b>		
NAB cash maximiser	14	89
<b>Total Interest received</b>	<b>14</b>	<b>89</b>
<b>Total Interest Income</b>	<b>14</b>	<b>89</b>

These statements should be read in conjunction with the attached compilation report.

<b>Total Interest</b>	<b>14</b>	<b>89</b>
<b>Profit/(Loss) before Income Tax</b>	<b>(20,222)</b>	<b>3,805</b>
<b>Income Tax</b>		
Over provision for income tax, last year~Under provision for income tax, last year	-	4,271
<b>Total Income Tax</b>	<b>-</b>	<b>4,271</b>
<b>Loss</b>	<b>(20,222)</b>	<b>(466)</b>

These statements should be read in conjunction with the attached compilation report.

**Statement of Financial Position**  
 As at 30 June 2020

	Note	2020 \$	2019 \$
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and Cash Equivalents</b>			
Cash at bank		4,844	12,580
Cash at bank		9,194	21,680
<b>Total Cash and Cash Equivalents</b>		<b>14,038</b>	<b>34,259</b>
<b>Total Current Assets</b>		<b>14,038</b>	<b>34,259</b>
<b>Total Assets</b>		<b>14,038</b>	<b>34,259</b>
<b>Equity</b>			
<b>Retained Association Funds</b>			
<b>Opening Balance</b>			
~Retained profits~Accumulated losses~		34,259	34,725
<b>Total Opening Balance</b>		<b>34,259</b>	<b>34,725</b>
<b>Current Year Earnings</b>			
Current Earnings		(20,222)	(466)
<b>Total Current Year Earnings</b>		<b>(20,222)</b>	<b>(466)</b>
<b>Total Retained Association Funds</b>		<b>14,038</b>	<b>34,259</b>
<b>Total Equity</b>		<b>14,038</b>	<b>34,259</b>

These statements should be read in conjunction with the attached compilation report.

**Appropriation Statement**

For the period 1 July 2019 to 30 June 2020

	<b>Note</b>	<b>2020</b>	<b>2019</b>
		<b>\$</b>	<b>\$</b>
<b>Profit/(Loss) before Income Tax</b>		<b>(20,222)</b>	<b>3,805</b>
Income Tax Expense		-	4,271
<b>Loss available for Appropriation</b>		<b>(20,222)</b>	<b>(466)</b>
Opening Balance at the Beginning of the Period		34,259	34,725
<b>Total Available for Appropriation</b>		<b>14,038</b>	<b>34,259</b>
<b>Retained Association Funds at the End of the Period</b>		<b>14,038</b>	<b>34,259</b>

These statements should be read in conjunction with the attached compilation report.

## **Notes to the Financial Statements**

For the period 1 July 2019 to 30 June 2020

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### **Financial Reporting Framework**

The officers have prepared the financial statements on the basis that the Association is a non reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed in Note 1, which the officers have determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

### **Basis of Preparation**

The financial statements have been prepared on an accrual basis and based on historical costs, unless otherwise stated in the accounting policies below. All amounts are presented in Australian dollars, unless otherwise noted.

### **Note 1 Accounting Policies**

#### **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the Statement of Financial Position.

#### **Income Tax**

Current income tax expense charged to the profit or loss is the tax payable on taxable income calculated using applicable income tax rates enacted, or substantially enacted, as at the end of the reporting period. Current tax liabilities (assets) are therefore measured at the amounts expected to be paid to (recovered from) the relevant taxation authority.

These accounts do not recognise deferred income tax assets or liabilities.

#### **Revenue Recognition**

Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

#### ***Sale of goods and rendering of services***

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods. Revenue from the provision of services is recognised at the time of issue of the invoice.

#### ***Interest income***

Interest income is mainly on interest-bearing cash and cash equivalent balances. Interest income is recognised on an accrual basis. The respective interest receivable portion is included in the relevant cash and cash equivalent balance.

#### ***Dividends***

Revenue is recognised when the dividend has been paid or, in the case of dividend reinvestment schemes, credited to the owner.

All revenue is stated net of the amount of goods and services tax.

These statements should be read in conjunction with the attached compilation report.

**Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the Statement of Financial Position.

These statements should be read in conjunction with the attached compilation report.

4 February 2025

The Members of the Board of Management  
Australian Association for Consulting Archaeologists Inc.  
AACAI Secretariat  
Box 196, 585 Little Collins Street  
MELBOURNE VIC 3000

## INDEPENDENT AUDITOR'S REVIEW REPORT

To The Members of the Board of Management

### ***Report on the Australian Association for Consulting Archaeologists Inc. financial report***

#### ***Conclusion***

We have reviewed the accompanying 2021 financial report of **Australian Association for Consulting Archaeologists Inc.**, which comprises the statement of financial position as at 30 June 2021 and the statement of profit or loss for the year ended on that date and other selected explanatory notes.

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the 2021 financial report of **Australian Association for Consulting Archaeologists Inc.** does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2021, and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

#### ***Basis for Conclusion***

We conducted our review in accordance with ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*. Our responsibilities are further described in the Auditor's Responsibility for the Review of the Financial Report section of our report. We are independent of the **Australian Association for Consulting Archaeologists Inc.** in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the annual financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

#### ***The members of the board of management's responsibility for the 2020 financial report***

The management of the **Australian Association for Consulting Archaeologists Inc.** are responsible for the preparation and fair presentation of the 2021 financial report in accordance with a fair presentation framework by a non-reporting entity and for such internal control as the management determines is necessary to enable the preparation and fair presentation of the 2021 financial report that is free from material misstatement, whether due to fraud or error.

***Auditor's responsibility for the review of financial report***

Our responsibility is to express a conclusion on the financial report based on our review. ASRE 2410 requires us to conclude whether anything has come to our attention that causes us to believe that the financial report does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2021 and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

A review of the 2021 financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

***Independence***

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.

Yours faithfully



U-Li Cheong

**Strategic Integrative Accountants**

Dated 4<sup>th</sup> February 2025

Suite 9, 143-147 Somerville Boulevard, WINTHROP WA 6150

Australian Association for Consulting Archaeologists Inc  
ABN 45 726 098 396  
**Special Purpose Financial Report**  
**For the period 1 July 2020 to 30 June 2021**

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## **Compilation Report**

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To the Officers of Australian Association for Consulting Archaeologists Inc

We have compiled the accompanying special purpose financial statements of Australian Association for Consulting Archaeologists Inc, which comprise the Statement of Financial Position as at 30 June 2021, the profit or loss for the period 1 July 2020 to 30 June 2021, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### **The Responsibility of the Officers**

The Officers of Australian Association for Consulting Archaeologists Inc are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information, and for the determination that the significant accounting policies as set out in Note 1 to the financial statements are appropriate to meet their needs and for the purpose that the financial statements were prepared.

### **Our Responsibility**

On the basis of information provided by the Officers we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the significant accounting policies as set out in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants (including Independence Standards).

### **Assurance Disclaimer**

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the Officers of Australian Association for Consulting Archaeologists Inc who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

Downs Accounting  
51/11 Tanunda Drive , RIVERVALE WA 6103

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Graham Downs  
Date:

## Statement by Members of the Board of Management

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The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the Committee the financial and notes:

1. Presents a true and fair view of the financial position of Australian Association for Consulting Archaeologists Inc as at 30 June 2021 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that Australian Association for Consulting Archaeologists Inc will be able to pay its debts as and when they fell due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Signed:



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President: Ian Ryan



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Secretary: JJ McDermott

Dated this 30 day of January 2025

**Statement of Profit or Loss**

For the period 1 July 2020 to 30 June 2021

	<b>Note</b>	<b>2021</b>	<b>2020</b>
		<b>\$</b>	<b>\$</b>
<b>Income</b>			
Membership fees		24,433	24,640
Student Support Fund		3,350	-
<b>Total Income</b>		<b>27,783</b>	<b>24,640</b>
<b>Expenses</b>			
AGM expenses		261	238
<b>Auditors' remuneration</b>			
Auditors' remuneration		660	1,111
<b>Total Auditors' remuneration</b>		<b>660</b>	<b>1,111</b>
Bank charges		6	11
Conference expenses		-	4,508
General expenses		11	-
Insurance		2,143	2,016
Laila Haglund award		-	500
Postage		-	288
Subscriptions		462	-
Secretariat		9,699	13,161
State expenses		-	3,051
Student Support Fund		-	9,998
Website & logo		-	9,994
<b>Total Expenses</b>		<b>13,241</b>	<b>44,876</b>
<b>Interest</b>			
<b>Interest Income</b>			
<b>Interest received</b>			
NAB cash maximiser		3	14
<b>Total Interest received</b>		<b>3</b>	<b>14</b>
<b>Total Interest Income</b>		<b>3</b>	<b>14</b>
<b>Total Interest</b>		<b>3</b>	<b>14</b>

These statements should be read in conjunction with the attached compilation report.

**Profit/(Loss)**

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<b>14,545</b>	<b>(20,222)</b>
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These statements should be read in conjunction with the attached compilation report.

**Statement of Financial Position**  
 As at 30 June 2021

	2021	2020
Note	\$	\$
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash and Cash Equivalents</b>		
Cash at bank	7,036	4,844
Cash at bank	21,547	9,194
<b>Total Cash and Cash Equivalents</b>	<b>28,583</b>	<b>14,038</b>
<b>Total Current Assets</b>	<b>28,583</b>	<b>14,038</b>
<b>Total Assets</b>	<b>28,583</b>	<b>14,038</b>
<b>Equity</b>		
<b>Retained Association Funds</b>		
<b>Opening Balance</b>		
~Retained profits~Accumulated losses~	14,038	34,259
<b>Total Opening Balance</b>	<b>14,038</b>	<b>34,259</b>
<b>Current Year Earnings</b>		
Current Earnings	14,545	(20,222)
<b>Total Current Year Earnings</b>	<b>14,545</b>	<b>(20,222)</b>
<b>Total Retained Association Funds</b>	<b>28,583</b>	<b>14,038</b>
<b>Total Equity</b>	<b>28,583</b>	<b>14,038</b>

These statements should be read in conjunction with the attached compilation report.

**Appropriation Statement**

For the period 1 July 2020 to 30 June 2021

	<b>Note</b>	<b>2021</b>	<b>2020</b>
		<b>\$</b>	<b>\$</b>
<b>Profit/(Loss) available for Appropriation</b>		<b>14,545</b>	<b>(20,222)</b>
Opening Balance at the Beginning of the Period		14,038	34,259
<b>Total Available for Appropriation</b>		<b>28,583</b>	<b>14,038</b>
<b>Retained Association Funds at the End of the Period</b>		<b>28,583</b>	<b>14,038</b>

These statements should be read in conjunction with the attached compilation report.

## **Notes to the Financial Statements**

For the period 1 July 2020 to 30 June 2021

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### **Financial Reporting Framework**

The officers have prepared the financial statements on the basis that the Association is a non reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed in Note 1, which the officers have determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

### **Basis of Preparation**

The financial statements have been prepared on an accrual basis and based on historical costs, unless otherwise stated in the accounting policies below. All amounts are presented in Australian dollars, unless otherwise noted.

### **Note 1 Accounting Policies**

#### **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the Statement of Financial Position.

#### **Revenue Recognition**

Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

#### ***Sale of goods and rendering of services***

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods. Revenue from the provision of services is recognised at the time of issue of the invoice.

#### ***Interest income***

Interest income is mainly on interest-bearing cash and cash equivalent balances. Interest income is recognised on an accrual basis. The respective interest receivable portion is included in the relevant cash and cash equivalent balance.

#### ***Dividends***

Revenue is recognised when the dividend has been paid or, in the case of dividend reinvestment schemes, credited to the owner.

All revenue is stated net of the amount of goods and services tax.

#### **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the Statement of Financial Position.

These statements should be read in conjunction with the attached compilation report.

4 February 2025

The Members of the Board of Management  
Australian Association for Consulting Archaeologists Inc.  
AACAI Secretariat  
Box 196, 585 Little Collins Street  
MELBOURNE VIC 3000

## INDEPENDENT AUDITOR'S REVIEW REPORT

To The Members of the Board of Management

### ***Report on the Australian Association for Consulting Archaeologists Inc. financial report***

#### ***Conclusion***

We have reviewed the accompanying 2022 financial report of **Australian Association for Consulting Archaeologists Inc.**, which comprises the statement of financial position as at 30 June 2022 and the statement of profit or loss for the year ended on that date and other selected explanatory notes.

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the 2022 financial report of **Australian Association for Consulting Archaeologists Inc.** does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2022, and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

#### ***Basis for Conclusion***

We conducted our review in accordance with ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*. Our responsibilities are further described in the Auditor's Responsibility for the Review of the Financial Report section of our report. We are independent of the **Australian Association for Consulting Archaeologists Inc.** in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the annual financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

#### ***The members of the board of management's responsibility for the 2020 financial report***

The management of the **Australian Association for Consulting Archaeologists Inc.** are responsible for the preparation and fair presentation of the 2022 financial report in accordance with a fair presentation framework by a non-reporting entity and for such internal control as the management determines is necessary to enable the preparation and fair presentation of the 2022 financial report that is free from material misstatement, whether due to fraud or error.

***Auditor's responsibility for the review of financial report***

Our responsibility is to express a conclusion on the financial report based on our review. ASRE 2410 requires us to conclude whether anything has come to our attention that causes us to believe that the financial report does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2022 and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

A review of the 2022 financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

***Independence***

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.

Yours faithfully



U-Li Cheong

**Strategic Integrative Accountants**

Dated 4<sup>th</sup> February 2025

Suite 9, 143-147 Somerville Boulevard, WINTHROP WA 6150

Australian Association for Consulting Archaeologists Inc  
ABN 45 726 098 396  
**Special Purpose Financial Report**  
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To the Officers of Australian Association for Consulting Archaeologists Inc

We have compiled the accompanying special purpose financial statements of Australian Association for Consulting Archaeologists Inc, which comprise the Statement of Financial Position as at 30 June 2022, the profit or loss for the period 1 July 2021 to 30 June 2022, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### **The Responsibility of the Officers**

The Officers of Australian Association for Consulting Archaeologists Inc are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information, and for the determination that the significant accounting policies as set out in Note 1 to the financial statements are appropriate to meet their needs and for the purpose that the financial statements were prepared.

### **Our Responsibility**

On the basis of information provided by the Officers we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the significant accounting policies as set out in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants (including Independence Standards).

### **Assurance Disclaimer**

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the Officers of Australian Association for Consulting Archaeologists Inc who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

Downs Accounting  
51/11 Tanunda Drive , RIVERVALE WA 6103

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Graham Downs  
Date:

## Statement by Members of the Board of Management

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The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the Committee the financial and notes:

1. Presents a true and fair view of the financial position of Australian Association for Consulting Archaeologists Inc as at 30 June 2022 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that Australian Association for Consulting Archaeologists Inc will be able to pay its debts as and when they fell due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Signed:



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President: Ian Ryan



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Secretary: JJ McDermott

Dated this 04 day of February 2025

**Statement of Profit or Loss**  
 For the period 1 July 2021 to 30 June 2022

	<b>Note</b>	<b>2022</b>	<b>2021</b>
		<b>\$</b>	<b>\$</b>
<b>Income</b>			
Membership fees		21,715	24,433
Student Support Fund		-	3,350
<b>Total Income</b>		<b>21,715</b>	<b>27,783</b>
<b>Expenses</b>			
AGM expenses		200	261
<b>Auditors' remuneration</b>			
Auditors' remuneration		-	660
<b>Total Auditors' remuneration</b>		<b>-</b>	<b>660</b>
Bank charges		5	6
General expenses		-	11
Insurance		2,554	2,143
Subscriptions		-	462
Secretariat		8,072	9,699
Sponsorship		985	-
Student Support Fund		2,500	-
<b>Total Expenses</b>		<b>14,315</b>	<b>13,241</b>
<b>Interest</b>			
<b>Interest Income</b>			
<b>Interest received</b>			
NAB cash maximiser		5	3
<b>Total Interest received</b>		<b>5</b>	<b>3</b>
<b>Total Interest Income</b>		<b>5</b>	<b>3</b>
<b>Total Interest</b>		<b>5</b>	<b>3</b>
<b>Profit</b>		<b>7,405</b>	<b>14,545</b>

These statements should be read in conjunction with the attached compilation report.

**Statement of Financial Position**  
 As at 30 June 2022

	<b>Note</b>	<b>2022</b>	<b>2021</b>
		<b>\$</b>	<b>\$</b>
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and Cash Equivalents</b>			
Cash at bank		9,937	7,036
Cash at bank		26,052	21,547
<b>Total Cash and Cash Equivalents</b>		<b>35,988</b>	<b>28,583</b>
<b>Total Current Assets</b>		<b>35,988</b>	<b>28,583</b>
<b>Total Assets</b>		<b>35,988</b>	<b>28,583</b>
<b>Equity</b>			
<b>Retained Association Funds</b>			
<b>Opening Balance</b>			
~Retained profits~Accumulated losses~		28,583	14,038
<b>Total Opening Balance</b>		<b>28,583</b>	<b>14,038</b>
<b>Current Year Earnings</b>			
Current Earnings		7,405	14,545
<b>Total Current Year Earnings</b>		<b>7,405</b>	<b>14,545</b>
<b>Total Retained Association Funds</b>		<b>35,988</b>	<b>28,583</b>
<b>Total Equity</b>		<b>35,988</b>	<b>28,583</b>

These statements should be read in conjunction with the attached compilation report.

**Appropriation Statement**

For the period 1 July 2021 to 30 June 2022

	<b>2022</b>	<b>2021</b>
<b>Note</b>	<b>\$</b>	<b>\$</b>
<b>Profit available for Appropriation</b>	<b>7,405</b>	<b>14,545</b>
Opening Balance at the Beginning of the Period	28,583	14,038
<b>Total Available for Appropriation</b>	<b>35,988</b>	<b>28,583</b>
<b>Retained Association Funds at the End of the Period</b>	<b>35,988</b>	<b>28,583</b>

These statements should be read in conjunction with the attached compilation report.

## **Notes to the Financial Statements**

For the period 1 July 2021 to 30 June 2022

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### **Financial Reporting Framework**

The officers have prepared the financial statements on the basis that the Association is a non reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed in Note 1, which the officers have determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

### **Basis of Preparation**

The financial statements have been prepared on an accrual basis and based on historical costs, unless otherwise stated in the accounting policies below. All amounts are presented in Australian dollars, unless otherwise noted.

### **Note 1 Accounting Policies**

#### **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the Statement of Financial Position.

#### **Revenue Recognition**

Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

#### ***Sale of goods and rendering of services***

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods. Revenue from the provision of services is recognised at the time of issue of the invoice.

#### ***Interest income***

Interest income is mainly on interest-bearing cash and cash equivalent balances. Interest income is recognised on an accrual basis. The respective interest receivable portion is included in the relevant cash and cash equivalent balance.

#### ***Dividends***

Revenue is recognised when the dividend has been paid or, in the case of dividend reinvestment schemes, credited to the owner.

All revenue is stated net of the amount of goods and services tax.

#### **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the Statement of Financial Position.

These statements should be read in conjunction with the attached compilation report.

4 February 2025

The Members of the Board of Management  
Australian Association for Consulting Archaeologists Inc.  
AACAI Secretariat  
Box 196, 585 Little Collins Street  
MELBOURNE VIC 3000

## INDEPENDENT AUDITOR'S REVIEW REPORT

To The Members of the Board of Management

### ***Report on the Australian Association for Consulting Archaeologists Inc. financial report***

#### ***Conclusion***

We have reviewed the accompanying 2023 financial report of **Australian Association for Consulting Archaeologists Inc.**, which comprises the statement of financial position as at 30 June 2023 and the statement of profit or loss for the year ended on that date and other selected explanatory notes.

Based on our review, which is not an audit, nothing has come to our attention that causes us to believe that the 2023 financial report of **Australian Association for Consulting Archaeologists Inc.** does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2023, and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

#### ***Basis for Conclusion***

We conducted our review in accordance with ASRE 2410 *Review of a Financial Report Performed by the Independent Auditor of the Entity*. Our responsibilities are further described in the Auditor's Responsibility for the Review of the Financial Report section of our report. We are independent of the **Australian Association for Consulting Archaeologists Inc.** in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants (including Independence Standards)* (the Code) that are relevant to our audit of the annual financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

#### ***The members of the board of management's responsibility for the 2020 financial report***

The management of the **Australian Association for Consulting Archaeologists Inc.** are responsible for the preparation and fair presentation of the 2023 financial report in accordance with a fair presentation framework by a non-reporting entity and for such internal control as the management determines is necessary to enable the preparation and fair presentation of the 2023 financial report that is free from material misstatement, whether due to fraud or error.

***Auditor's responsibility for the review of financial report***

Our responsibility is to express a conclusion on the financial report based on our review. ASRE 2410 requires us to conclude whether anything has come to our attention that causes us to believe that the financial report does not present fairly, in all material respects, the financial position of the **Australian Association for Consulting Archaeologists Inc.** as at 30 June 2023 and of its financial performance for the year ended on that date, in accordance with a fair presentation framework by a non-reporting entity.

A review of the 2023 financial report consists of making enquiries, primarily of persons responsible for financial and accounting matters, and applying analytical and other review procedures. A review is substantially less in scope than an audit conducted in accordance with Australian Auditing Standards and consequently does not enable us to obtain assurance that we would become aware of all significant matters that might be identified in an audit. Accordingly, we do not express an audit opinion.

***Independence***

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.

Yours faithfully



U-Li Cheong

**Strategic Integrative Accountants**

Dated 20<sup>th</sup> March 2025

Suite 9, 143-147 Somerville Boulevard, WINTHROP WA 6150

Australian Association for Consulting Archaeologists Inc  
ABN 45 726 098 396  
**Special Purpose Financial Report**  
**For the period 1 July 2022 to 30 June 2023**

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## **Compilation Report**

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To the Officers of Australian Association for Consulting Archaeologists Inc

We have compiled the accompanying special purpose financial statements of Australian Association for Consulting Archaeologists Inc, which comprise the Statement of Financial Position as at 30 June 2023, the profit or loss for the period 1 July 2022 to 30 June 2023, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### **The Responsibility of the Officers**

The Officers of Australian Association for Consulting Archaeologists Inc are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information, and for the determination that the significant accounting policies as set out in Note 1 to the financial statements are appropriate to meet their needs and for the purpose that the financial statements were prepared.

### **Our Responsibility**

On the basis of information provided by the Officers we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the significant accounting policies as set out in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants (including Independence Standards).

### **Assurance Disclaimer**

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the Officers of Australian Association for Consulting Archaeologists Inc who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

Downs Accounting  
51/11 Tanunda Drive , RIVERVALE WA 6103

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Graham Downs  
Date:

## Statement by Members of the Board of Management

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The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the Committee the financial and notes:

1. Presents a true and fair view of the financial position of Australian Association for Consulting Archaeologists Inc as at 30 June 2023 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that Australian Association for Consulting Archaeologists Inc will be able to pay its debts as and when they fell due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Signed:



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President: Ian Ryan



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Secretary: JJ McDermott

Dated this 19 day of March 2025

**Statement of Profit or Loss**

For the period 1 July 2022 to 30 June 2023

	<b>Note</b>	<b>2023</b>	<b>2022</b>
		<b>\$</b>	<b>\$</b>
<b>Income</b>			
Membership fees		18,878	21,715
<b>Total Income</b>		<b>18,878</b>	<b>21,715</b>
<b>Expenses</b>			
AGM expenses		231	200
Bank charges		5	5
Insurance		2,809	2,554
Laila Haglund award		500	-
Printing and stationery		160	-
Subscriptions		231	-
Secretariat		7,815	8,072
Sponsorship		1,000	985
Student Support Fund		2,850	2,500
<b>Total Expenses</b>		<b>15,600</b>	<b>14,315</b>
<b>Interest</b>			
<b>Interest Income</b>			
<b>Interest received</b>			
NAB cash maximiser		260	5
<b>Total Interest received</b>		<b>260</b>	<b>5</b>
<b>Total Interest Income</b>		<b>260</b>	<b>5</b>
<b>Total Interest</b>		<b>260</b>	<b>5</b>
<b>Profit</b>		<b>3,538</b>	<b>7,405</b>

These statements should be read in conjunction with the attached compilation report.

**Statement of Financial Position**  
 As at 30 June 2023

	2023	2022
Note	\$	\$
<b>Assets</b>		
<b>Current Assets</b>		
<b>Cash and Cash Equivalents</b>		
Cash at bank	6,215	9,937
Cash at bank	33,312	26,052
<b>Total Cash and Cash Equivalents</b>	<b>39,527</b>	<b>35,988</b>
<b>Total Current Assets</b>	<b>39,527</b>	<b>35,988</b>
<b>Total Assets</b>	<b>39,527</b>	<b>35,988</b>
<b>Equity</b>		
<b>Retained Association Funds</b>		
<b>Opening Balance</b>		
~Retained profits~Accumulated losses~	35,988	28,583
<b>Total Opening Balance</b>	<b>35,988</b>	<b>28,583</b>
<b>Current Year Earnings</b>		
Current Earnings	3,538	7,405
<b>Total Current Year Earnings</b>	<b>3,3538</b>	<b>7,405</b>
<b>Total Retained Association Funds</b>	<b>39,527</b>	<b>35,988</b>
<b>Total Equity</b>	<b>39,527</b>	<b>35,988</b>

These statements should be read in conjunction with the attached compilation report.

**Appropriation Statement**

For the period 1 July 2022 to 30 June 2023

	<b>2023</b>	<b>2022</b>
<b>Note</b>	<b>\$</b>	<b>\$</b>
<b>Profit available for Appropriation</b>	<b>3,538</b>	<b>7,405</b>
Opening Balance at the Beginning of the Period	35,988	28,583
<b>Total Available for Appropriation</b>	<b>39,527</b>	<b>35,988</b>
<b>Retained Association Funds at the End of the Period</b>	<b>39,527</b>	<b>35,988</b>

These statements should be read in conjunction with the attached compilation report.

## **Notes to the Financial Statements**

For the period 1 July 2022 to 30 June 2023

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### **Financial Reporting Framework**

The officers have prepared the financial statements on the basis that the Association is a non reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed in Note 1, which the officers have determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

### **Basis of Preparation**

The financial statements have been prepared on an accrual basis and based on historical costs, unless otherwise stated in the accounting policies below. All amounts are presented in Australian dollars, unless otherwise noted.

### **Note 1 Accounting Policies**

#### **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the Statement of Financial Position.

#### **Revenue Recognition**

Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

#### ***Sale of goods and rendering of services***

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods. Revenue from the provision of services is recognised at the time of issue of the invoice.

#### ***Interest income***

Interest income is mainly on interest-bearing cash and cash equivalent balances. Interest income is recognised on an accrual basis. The respective interest receivable portion is included in the relevant cash and cash equivalent balance.

#### ***Dividends***

Revenue is recognised when the dividend has been paid or, in the case of dividend reinvestment schemes, credited to the owner.

All revenue is stated net of the amount of goods and services tax.

#### **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the Statement of Financial Position.

These statements should be read in conjunction with the attached compilation report.

Australian Association for Consulting Archaeologists Inc  
ABN 45 726 098 396  
**Special Purpose Financial Report**  
**For the period 1 July 2023 to 30 June 2024**

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## **Compilation Report**

---

To the Officers of Australian Association for Consulting Archaeologists Inc

We have compiled the accompanying special purpose financial statements of Australian Association for Consulting Archaeologists Inc, which comprise the Statement of Financial Position as at 30 June 2024, the profit or loss for the period 1 July 2023 to 30 June 2024, a summary of significant accounting policies and other explanatory notes. The specific purpose for which the special purpose financial statements have been prepared is set out in Note 1.

### **The Responsibility of the Officers**

The Officers of Australian Association for Consulting Archaeologists Inc are solely responsible for the information contained in the special purpose financial statements, the reliability, accuracy and completeness of the information, and for the determination that the significant accounting policies as set out in Note 1 to the financial statements are appropriate to meet their needs and for the purpose that the financial statements were prepared.

### **Our Responsibility**

On the basis of information provided by the Officers we have compiled the accompanying special purpose financial statements in accordance with the significant accounting policies described in Note 1 to the financial statements and APES 315 Compilation of Financial Information.

We have applied our expertise in accounting and financial reporting to compile these financial statements in accordance with the significant accounting policies as set out in Note 1 to the financial statements. We have complied with the relevant ethical requirements of APES 110 Code of Ethics for Professional Accountants (including Independence Standards).

### **Assurance Disclaimer**

Since a compilation engagement is not an assurance engagement, we are not required to verify the reliability, accuracy or completeness of the information provided to us by management to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on these financial statements.

The special purpose financial statements were compiled exclusively for the benefit of the Officers of Australian Association for Consulting Archaeologists Inc who are responsible for the reliability, accuracy and completeness of the information used to compile them. Accordingly, these special purpose financial statements may not be suitable for other purposes. We do not accept responsibility for the contents of the special purpose financial statements.

Downs Accounting  
51/11 Tanunda Drive , RIVERVALE WA 6103

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Graham Downs  
Date:

## Statement by Members of the Board of Management

---

The committee has determined that the Association is not a reporting entity and that this special purpose financial report should be prepared in accordance with the accounting policies prescribed in Note 1 to the financial statements.

In the opinion of the Committee the financial and notes:

1. Presents a true and fair view of the financial position of Australian Association for Consulting Archaeologists Inc as at 30 June 2024 and its performance for the year ended on that date.
2. At the date of this statement there are reasonable grounds to believe that Australian Association for Consulting Archaeologists Inc will be able to pay its debts as and when they fell due.

This statement is made in accordance with a resolution of the Committee and is signed for and on behalf of the Committee by:

Signed:



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President: Ian Ryan



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Secretary: JJ McDermott

Dated this 22nd day of October 2025

**Statement of Profit or Loss**

For the period 1 July 2023 to 30 June 2024

	<b>2024</b>	<b>2023</b>
<b>Note</b>	<b>\$</b>	<b>\$</b>
<b>Income</b>		
Membership fees	28,631	18,878
<b>Total Income</b>	<b>28,631</b>	<b>18,878</b>
<b>Expenses</b>		
AGM expenses	574	231
Bank charges	8	5
Insurance	2,812	2,809
Laila Haglund award	500	500
Printing and stationery	-	160
Subscriptions	231	231
Secretariat	19,889	7,815
Sponsorship	1,500	1,000
State expenses	64	-
Student Support Fund	-	2,850
Website & logo	1,197	-
<b>Total Expenses</b>	<b>26,774</b>	<b>15,600</b>
<b>Interest</b>		
<b>Interest Income</b>		
<b>Interest received</b>		
NAB cash maximiser	421	260
<b>Total Interest received</b>	<b>421</b>	<b>260</b>
<b>Total Interest Income</b>	<b>421</b>	<b>260</b>
<b>Total Interest</b>	<b>421</b>	<b>260</b>
<b>Profit</b>	<b>2,277</b>	<b>3,538</b>

These statements should be read in conjunction with the attached compilation report.

**Statement of Financial Position**  
 As at 30 June 2024

	<b>Note</b>	<b>2024</b>	<b>2023</b>
		\$	\$
<b>Assets</b>			
<b>Current Assets</b>			
<b>Cash and Cash Equivalents</b>			
Cash at bank		9,981	6,215
Cash at bank		31,823	33,312
<b>Total Cash and Cash Equivalents</b>		<b>41,804</b>	<b>39,527</b>
<b>Total Current Assets</b>		<b>41,804</b>	<b>39,527</b>
<b>Total Assets</b>		<b>41,804</b>	<b>39,527</b>
<b>Equity</b>			
<b>Retained Association Funds</b>			
<b>Opening Balance</b>			
~Retained profits~Accumulated losses~		39,527	35,988
<b>Total Opening Balance</b>		<b>39,527</b>	<b>35,988</b>
<b>Current Year Earnings</b>			
Current Earnings		2,277	3,538
<b>Total Current Year Earnings</b>		<b>2,277</b>	<b>3,538</b>
<b>Total Retained Association Funds</b>		<b>41,804</b>	<b>39,527</b>
<b>Total Equity</b>		<b>41,804</b>	<b>39,527</b>

These statements should be read in conjunction with the attached compilation report.

**Appropriation Statement**

For the period 1 July 2023 to 30 June 2024

	<b>2024</b>	<b>2023</b>
<b>Note</b>	<b>\$</b>	<b>\$</b>
<b>Profit available for Appropriation</b>	<b>2,277</b>	<b>3,538</b>
Opening Balance at the Beginning of the Period	39,527	35,988
<b>Total Available for Appropriation</b>	<b>41,804</b>	<b>39,527</b>
<b>Retained Association Funds at the End of the Period</b>	<b>41,804</b>	<b>39,527</b>

These statements should be read in conjunction with the attached compilation report.

## **Notes to the Financial Statements**

For the period 1 July 2023 to 30 June 2024

---

### **Financial Reporting Framework**

The officers have prepared the financial statements on the basis that the Association is a non reporting entity because there are no users dependent on general purpose financial statements. The financial statements are therefore special purpose financial statements that have been prepared in order to meet the needs of the members.

The financial statements have been prepared in accordance with the significant accounting policies disclosed in Note 1, which the officers have determined are appropriate to meet the needs of the members. Such accounting policies are consistent with the previous period unless stated otherwise.

### **Basis of Preparation**

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#### **Cash and Cash Equivalents**

Cash and cash equivalents include cash on hand, deposits held at call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within short-term borrowings in current liabilities on the Statement of Financial Position.

#### **Revenue Recognition**

Revenue is measured at the value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. For this purpose, deferred consideration is not discounted to present values when recognising revenue.

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Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, usually on delivery of the goods. Revenue from the provision of services is recognised at the time of issue of the invoice.

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Interest income is mainly on interest-bearing cash and cash equivalent balances. Interest income is recognised on an accrual basis. The respective interest receivable portion is included in the relevant cash and cash equivalent balance.

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Revenue is recognised when the dividend has been paid or, in the case of dividend reinvestment schemes, credited to the owner.

All revenue is stated net of the amount of goods and services tax.

#### **Goods and Services Tax (GST)**

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the Statement of Financial Position.

These statements should be read in conjunction with the attached compilation report.

## **Membership Secretary's Report**



## AACAI Membership Secretary's Report 2025

Like 2024, 2025 has been a good membership year for AACAI, supported by an excellent Membership Committee. The total number of new member applications for 2025, compared to previous years where data is available, is shown in Table 1. This year, we have welcomed 5 new Full members, 10 Associate and 5 Affiliate. Three patterns are worth noting from Table 1. The first is that membership numbers have continued along a steady trajectory of growth. 2024 registered eight more new members than in either 2022 or 2023 and, this year, AACAI has registered two more members than in 2024. The second is that the number of new full members has drastically reduced in 2025 compared to 2024, with less than half the number of successful full membership applications this year. This is not necessarily a cause for concern given that 2024 had an abnormally high number of successful full membership applications where the 2025 full member results are more comparable to 2022 and 2023. The third is that there is a significant rise in the number of successful Affiliate and Associate applications. Indeed, based on available data, AACAI has never had such a successful year for Affiliate membership. These patterns are particularly encouraging since it demonstrates that both consulting-affiliated industries, such as universities or proponents, are seeking appropriate membership while early career consultants are doing the same.

*Table 1: New membership applications from 2013 to 2024 (partial)*

New member category	2013	2014	2015	2018	2019	2022	2023	2024	2025
Affiliate	3	2	1	1	1	0	0	1	5
Associate	17	8	3	8	16	7	4	4	10
Full	13	14	5	15	5	3	6	13	5
<b>Total</b>	<b>33</b>	<b>24</b>	<b>9</b>	<b>24</b>	<b>22</b>	<b>10</b>	<b>10</b>	<b>18</b>	<b>20</b>

Of all the applications submitted to the Membership Committee, only one was rejected. This was an application for full membership by an applicant currently working for a proponent. The application was rejected since the candidate is not currently a practicing consultant. The candidate was offered Affiliate membership instead. At the date of writing (18 November 2025), three applications are still under assessment. Two of these are Full membership applications while one is for Associate. All three are following normal protocols and should be complete soon. Two other applications have stalled, one from 2024 and another from early 2025, upon requests for further information. The Membership Committee noted that one of these applications was not supported by sufficient evidence to meet the criteria for Full membership and so further evidence was sought while, for the other, a suitable reference letter from a second employer was sought. One has responded but is yet to provide the requested documents.

Last year we implemented some changes to the Full membership application and assessment process, to streamline the process and prevent confusion during member assessment

ratification. Please see last year’s report for details, but I’m happy to report that these changes have been successful, resulting in a more streamlined application process.

This year we have had assistance from no assessors outside of the Membership Committee with the process of assessing three applications. This is a testament to exceptional efficiency and dedication of the current committee.

Table 2 shows that we currently have 209 members (199 of these are financial), showing a continued trajectory of growth in AACAI’s membership base. It also shows that membership continues to be strong in ACT/NSW, VIC and WA where the majority of members are registered. As in 2024, VIC recorded the highest growth of membership, rising by 13 members followed by WA with 6 new members. It is worth noting that VIC and WA were the only two states to register growth in membership in 2025 with all other states remaining stagnant or losing membership.

**Table 2: Current membership breakdown by State**

State	13-14	14-15	15-16	16-17	17-18	18-19	19-20	21-22*	22-23	23-24	24-25
ACT/NSW	51	46	41	43	46	49	54	37	52	56	56
NT	0	0	0	0	0	0	1	0	0	1	1
QLD	18	16	16	15	17	19	21	12	23	23	22
SA	9	11	14	14	15	14	12	6	7	8	7
TAS	1	1	1	2	0	1	1	1	1	2	2
VIC	33	39	38	41	36	44	45	28	43	56	69
WA	29	25	26	23	20	21	29	31	39	46	52
<b>Total</b>	<b>141</b>	<b>138</b>	<b>136</b>	<b>138</b>	<b>134</b>	<b>148</b>	<b>163</b>	<b>115</b>	<b>165</b>	<b>192</b>	<b>209</b>

\*renewal notices did not go out to some members during this year due to an error

It is worth noting that the 22-23, 23-24 and 24-25 data in Table 2 represent EOY data while the earlier data, presumably, mostly represents EOFY data. For comparability and the most current data, EOY data has been maintained in this table but the EOFY data for 23-24 is given in Table 3 below.

**Table 3: 2023 – 2024 EOFY Membership**

State	24-25 EOFY
VIC	66
ACT/NSW	57
WA	48
QLD	22
SA	8
TAS	2
NT	1
<b>Total</b>	<b>204</b>

I would like to thank the members of 2025 Membership Committee: David Nutley, Alan Williams, JJ McDermott, Jo Thomson, Robyn Jenkins, Lynley Wallis and Bec Parkes. Your responsiveness, attention to detail and dedication is hugely appreciated.

Many thanks also to JJ McDermott and Angela Brannigan for their assistance throughout various membership issues in 2025.

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Date: 18 November 2025

***Dr Kane Ditchfield MAACAI***

*Membership Secretary, Australian Association of Consulting Archaeologists Incorporated*

## **Secretariat's Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

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## **AACAI Secretariat's Report 2025**

### ***New Membership Applications***

20 membership applications have been accepted in 2025

4 applications are currently being processed

1 application is awaiting more documentation

2 applications have been declined

8 application fees are paid with no application submitted – emails have been sent out to these people with four responses having been received so far. Many of these people are planning to submit their applications in the future.

1 application fee has been refunded with no application submitted.

### ***Memberships and Payments***

On the AACAI Register of Members currently, there are 209 members.

117 are Full Members (ten of which have been awarded Life Membership).

61 are Associate Members

20 are Affiliate Members

11 are Honorary (non-financial) Members (seven of which are retired and therefore perpetual, and four are temporary, meaning they are taking a break from consulting archaeology at the moment).

Most members have renewed their membership fees for 2025-26 (88.3%). Reminder notices have been sent out in August, October and November to the remaining 22 members that have not yet paid.

### ***General***

I back up accounts onto my expansion drive weekly and also backup monthly into Dropbox (I use Express Invoicing, details for this are included in the Secretariat Manual).

AACAI is with A2 Hosting for the website until 2026 – this is maintained by the website developer and administrators, Business IT Essentials (BITE).

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Date: 19 November 2025

**Angela Brannigan**

*Secretariat Officer, Australian Association of Consulting Archaeologists Incorporated*

## **Sub Committee Reports**

### **AACAI Student Support Fund Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

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## AACAI 2025 Student Support Fund

The AACAI Student Support Fund (SSF) was relaunched this year after a three-year absence. Tessa Boer-Mah (NSW) agreed to administer a sub-committee for the SSF, made up of JJ McDermott (WA), Lynley Wallis (QLD) and Chris Clark (VIC), and they would report to the National Executive Committee on its progress

Earlier in the year, a new page was added to the AACAI website with information on how to apply, and new application forms were created and added here. A call for sponsorship went out to AACAI members in April, and we quickly received offers from five companies, all of whom have provided sponsorship to the SSF before. The companies and their donations are listed below:

- HeritageNow – \$500
- Big Island Research – \$500
- Wallis Heritage Consulting – \$1,000
- Associates Archaeology & Heritage – \$500
- Comber Consultants – \$2,000

As per the original agreement when the SSF was set-up, AACAI would also contribute to the fund to a minimum of \$1,500. This brought the 2025 SSF to a nice, even \$6,000.

After further promotion of the SSF in June and July, with a particular focus on archaeology departments across Australian universities, 8 applications were received by the mid-July deadline. The sub-committee then assessed the applications and decided that there were four stand-outs and they would receive an equal share of this year's fund at \$1,500 each.

The successful applicants (and their projects) were announced in September as:

- Jonathan Bennett (University of Sydney) for *Use-wear analysis of Holocene backed and non-backed retouched artefacts from SE Australia*.
- Kayla Turner (James Cook University) for *Approaching artefact biographies from Jiigurru-Lizard Island Group, Northern Great Barrier Reef*.
- Joseph Roth (University of Queensland) for *Ripples of Parramatta's Agrarian Past: How Archaeologists interact with and conserve the Archaeology of Colonial Agriculture*
- Sayed Nezam (University of Western Australia) for *Sacred or Mythological: A Critical Analysis of Indigenous Sacred Heritage Management in Western Australia*

Each of these Masters and Honours students demonstrated their research will contribute to consulting archaeology in some way. The NEC reported on these achievements, and thanked the SSF 2025 sponsors, through an email to AACAI members and through social media posts. We look forward to seeing these students becoming AACAI members in the future and perhaps seeing their projects published in future volumes of JAACA or the AACAI Newsletter. We also look forward to new volunteers to help out on this sub-committee in 2026.

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AACAI 2025 Student Support Fund Sub-committee

**AACAI Sub-Committee for Recommended Minimum Fee Scale  
(and other policies) Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

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## **AACAI Sub-Committee for Recommended Minimum Fee Scale (and other policies)**

### **2025 Report**

The AACAI sub-committee for the Recommended Minimum Fee Scale (and other policies) was established at the 2024 AGM. As the name suggests, the sub-committee was tasked with updating the very outdated AACAI Recommended Minimum Fee Scale, as well as all other policies deemed necessary to be updated, on behalf of the National Executive Committee (NEC). The following team was assembled from most States and Territories across Australia:

- Joe Dortch (WA)
- Robyn Jenkins (QLD)
- Josara de Lange (VIC)
- Bec Parkes (NSW/ACT)
- Neale Draper (SA)
- Wayne Beck (TAS)

JJ McDermott represented the NEC and volunteered to chair the sub-committee, which was not challenged. The sub-committee did not meet up in person or online, but rather progressed the policy updates via email, which proved very productive in the end.

The sub-committee diligently worked through many drafts of the Recommended Minimum Fee Scale, and dealt with matters such as hourly pay rates, minimum qualifications, years of experience, and where sub-consultants fit into the scale. The main aim of the sub-committee this year was to update the AACAI Recommended Minimum Fee Scale, and this was achieved. The sub-committee did not progress with any other policy updates this year, but we will hopefully re-assemble in the new year to work on them, perhaps with the new title of AACAI Policies Updates sub-committee.

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*AACAI Sub-Committee for Recommended Minimum Fee Scale (and other policies)*

**State Chapter Reports**  
**AACAI NSW/ACT Annual Report**



## **NSW-ACT Chapter – Chairperson’s Report for 2025**

We began 2025 under the steady steering of Bengi Selvi-Lamb, who took on the role of Chair in November 2023. Bengi has done a wonderful job of Chairing the NSW-ACT Chapter and we were sad to see her step down from this role in May 2025. I would like to sincerely thank Bengi for all her hard work and wish her all the best. I have stepped back into the role of Chair temporarily and look forward to handing over the reins at this year’s AGM to someone who can do this role better justice than myself.

I would also like to thank the rest of our Committee for all their work to make 2025 another very successful year. In particular, I want to thank our Treasurer - Fenella Atkinson, Secretary - Michael Lever, State Delegate – Jillian Comber, Alternate State Delegate – Matthew Barber and Committee Member –Gary Marriner. Together these people have continued to give up their time to attend Committee meetings and provide valuable inputs into the management and direction of our Chapter.

Over the past year our Chapter has organised four events, three of which have already been enormous successes, and one which is scheduled for November and sure to be equally popular.

We started the year with a social gathering at the Big Dig Centre in February to celebrate Dr Jillian Comber’s new status as a lifetime member of AACAI. Jillian was nominated by the Committee at last year’s NEC AGM. The award of lifetime membership is in recognition of Jillian’s long career in consulting archaeology and her contributions to the discipline. Of particular note are the collegial manner in which Jillian operates, the high standards she upholds in investigation of both Aboriginal and historical heritage, and perhaps most importantly, the cadetships and support she has provided to Indigenous archaeologists. The event at the Big Dig Centre was very well attended and included a talk by Jillian with reflections on how our discipline has evolved during her career.

The second event was the 'Stone Tools Workshops', presented by Dr Trudy Doelman and organised and run by Heritage Now in early October. Again this was a very popular event with the beginners session selling out in 48 hours and a second session organised to meet that demand. Feedback on this event was very positive and there was a strong interest for even more hands on training for future events.

On 24 October the fifth iteration of the NSW Aboriginal Archaeology Future Forum was held at the University of Wollongong in partnership with the Australian Museum and multiple industry sponsors. This event was attended by 86 people in person with

another 49 online. Participants included representatives from Local, State and Federal government agencies, various Aboriginal communities, and numerous archaeology and heritage consultants. This event continues to be one of the highlights of the year, providing an opportunity for some frank discussions about how we can collectively improve the way Aboriginal archaeology is investigated, interpreted and protected in NSW, together with celebrations of success stories.

On 20 November 2025, Dr Nina Kononenko is going to present a Lithic Knapping Workshop in Sydney, where attendees will have the opportunity to learn the fundamentals in lithic technology and fracture mechanics through hands on experience in stone knapping. I encourage people to sign up to what is sure to be a fun and informative workshop.

2025 also saw excellent progress towards planning future events, with plans well underway for Geoarchaeology Workshop(s) to be run in early 2026 by Jakub (Chaz) Czastka, Dr Sam Player, Dr Conor McAdams and Eric Claxton. Watch this space for further details of the where, when and how of what will be hopefully multiple opportunities to upskill and get a better understanding of how geoarchaeology techniques can value add to the way we identify, assess and interpret archaeological deposits.

Other business being pursued by our Chapter include a submission to the NEC for a draft business case for archaeology industry research (initiated and championed by Matthew Barber), and exploration of the possibility of establishing a Working in Heat Policy for consultants (initiated and championed by Michael Lever).

I think that the diversity of events and initiatives conducted and ongoing in 2025 demonstrate a commendable effort by the Committee and all the associated contributors. I sincerely thank you all for volunteering your time and continuing to the success of our Chapter. I hope that 2026 sees us build on this and I want to encourage some new members to join the Committee and expand the range of contributions we can make to our discipline in both NSW and the ACT.

Bec Parkes

Chair

AACAI NSW & ACT Chapter



## **NSW & ACT Chapter Secretary's Report for 2025**

The 2025 committee of the NSW / ACT State Chapter comprised Bec Parkes (Chair), Jillian Comber (State Delegate) Michael Lever (Secretary), Fenella Atkinson (Treasurer) and committee members Tessa Boer-Mah, Matt Barber, Vanessa Edmonds Gary Marriner and Joshua Madden. Bengi Selvi-Lamb stepped down from committee membership during the year.

The committee met four times during 2025 prior to the AGM:

- 10 February 2025
- 12 May 2025
- 14 July 2025
- 8 September 2025

Some business was also conducted via email, when a quorum was needed for decisions. The final meeting for the year will be the Annual General Meeting on 14 November 2023.

### **Events**

Four events were held during 2025:

- An event celebrating the career of Dr Jillian Comber was held at the Big Dig Centre on 26 February.
- Dr Trudy Doelman presented a 'Stone Tools Workshops', organised and run by Heritage Now on 8 October. This event was one in which an individual consultancy staged an event under the imprimatur and with publicity by AACAI. Several sessions were run, streamed into attendant levels of expertise. AACAI members received a 10% discount on attendance and represented approximately one quarter of attendees.
- The NSW Aboriginal Archaeology Future Forum was held at the University of Wollongong in partnership with the Australian Museum and multiple industry sponsors on 24 October, with some 86 in person and 50 online attendants.
  - At this event, Bec Parkes delivered an AACAI update, including the recent update to the Recommended Minimum Fee Scale, and the Statement on Minimum Qualifications for Consultant Archaeologists. Bec also included an update on the planned geoarchaeology and knapping workshops.
  - Michael Lever presented on safe working in heat, which will contribute to the development of a Working in Heat Policy.

- Dr Nina Kononenko is to present a Lithic Knapping Workshop on 20 November

#### **Correspondence and other business**

- Bengi Selvi-Lamb stepped down from Chair and committee.
  - Standard NAW event cancelled due to Marrickville council issue.
  - A draft business case for archaeology industry research was prepared for submission to the National Executive Committee
- 
- Michael Lever requests establishment of safe work in heat procedures or policies, in keeping with general AACAI ethical concern for rights of workers. Draft copy was supplied to W.A. Chapter who prefer not to participate.
  - Continued planning for a geoarchaeology workshop

Michael Lever

Secretary

AACAI NSW & ACT Chapter



## **NSW & ACT Chapter Treasurer's Report for 2025**

This report presents the accounts of the NSW/ACT Chapter of the Australian Association of Consulting Archaeologists Incorporated (AACAI) for 1 January to 1 November 2025.

Expenditure this year was \$4,334.85 across two events, an evening talk and the annual Forum.

The talk was presented by Dr Jillian Comber, to celebrate the award of AACAI Life Membership to Dr Comber, and was held at the Big Dig Archaeology Education Centre in Sydney NSW. Considering the nature of the event, no entrance fee was charged, and no income was generated. Expenses were \$449.85, covering the venue and drinks and snacks for the guests. The event ran at a loss of \$449.85

The 2025 NSW Aboriginal Archaeology Future Forum was held at the University of Wollongong on Dharawal Country. The Forum is presented by the AACAI NSW/ACT Chapter in partnership with the Australian Museum.

Fundraising was managed by the Forum committee, and sponsorship was very generously provided by the Australian Museum, Apex Archaeology, EMM Consulting, Lantern Heritage, OzArk Environment and Heritage, and Virtus Heritage. Sponsorship was also promised by Heritage Now and Umwelt, and may be transferred later in the year. A website for the Forum was funded and provided by Regal Heritage, and the University of Wollongong provided the venue and facilities at no cost – this substantially reduced total expenses. Although registration was free, the option was provided to make a voluntary contribution, and this was generously taken up by three guests. The Chapter also gratefully acknowledges the support through assistance in kind provided by the Australian Museum, APA Group, EMM Consulting, and Regal Heritage.

The expenses for the Forum were \$3,885, and income from sponsorship was \$4,604.76, resulting in a net gain of \$719.76. With the balance brought forward from previous years, the closing balance for the Forum is \$4,603.66.

One additional event was held; two Stone Tool Workshops presented by Dr Trudy Doelman. This event was advertised as an AACAI event, but was entirely managed and run by Heritage Now, so the Chapter had no associated expenses or income. A fourth event is planned for 20 November; a Lithic Knapping Workshop presented by Dr Nina Kononenko.

Interest paid to the account was a total of \$85.10, and fees and charges comprised a total of \$217.60. The closing balance at 1 November (excluding the Forum finances) is \$3,933.07. Details are provided in Table 1.

Fenella Atkinson

Treasurer

AACAI NSW / ACT Chapter

## ACAI NSW/ACT Chapter

Table 1. AACAI NSW/ACT Chapter transactions, 1 January to 1 November 2025

Date	Details	Debit	Credit	Balance	Forum Debit	Forum Credit	Forum Balance	Overall Balance
01.01.2025	Balance brought forward			4260.32			3883.9	8144.22
31.01.2025	Interest		24.89	4285.21			3883.9	8169.11
31.01.2025	Withholding tax	11		4274.21			3883.9	8158.11
10.02.2025	Comber talk - Big Dig Archaeology Education Centre	200		4074.21			3883.9	7958.11
28.02.2025	Interest		21.68	4095.89			3883.9	7979.79
28.02.2025	Withholding tax	9		4086.89			3883.9	7970.79
10.03.2025	Comber talk - expenses	249.85		3837.04			3883.9	7720.94
31.03.2025	Interest		22.19	3859.23			3883.9	7743.13
31.03.2025	Withholding tax	10		3849.23			3883.9	7733.13
30.04.2025	Interest		21.29	3870.52			3883.9	7754.42
30.04.2025	Withholding tax	9		3861.52			3883.9	7745.42
27.05.2025	Heritage Now - Student Support Fund (payment made in error)		500	4361.52			3883.9	8245.42
30.05.2025	Interest		20.97	4382.49			3883.9	8266.39
30.05.2025	Withholding tax	9		4373.49			3883.9	8257.39
24.06.2025	Heritage Now - Student Support Fund (transferred to AACAI NEC)	500		3873.49			3883.9	7757.39
30.06.2025	Interest		21.48	3894.97			3883.9	7778.87
30.06.2025	Withholding tax	9		3885.97			3883.9	7769.87
01.07.2025	Interest		20.45	3906.42			3883.9	7790.32
01.07.2025	Withholding tax	9		3897.42			3883.9	7781.32
29.08.2025	Interest		18.31	3915.73			3883.9	7799.63
29.08.2025	Withholding tax	8		3907.73			3883.9	7791.63
01.09.2025	Heritage Now - membership fee (payment made in error)		200	4107.73			3883.9	7991.63
16.09.2025	Forum sponsorship - Lantern Heritage			4107.73		1000	4883.9	8991.63
17.09.2025	Forum sponsorship - Australian Museum			4107.73		1000	5883.9	9991.63
24.09.2025	Forum sponsorship - EMM Consulting			4107.73		500	6383.9	10491.63
30.09.2025	Interest		22.26	4129.99			6383.9	10513.89
30.09.2025	Withholding tax	10		4119.99			6383.9	10503.89
02.10.2025	Forum sponsorship - OzArk Environment and Heritage			4119.99		500	6883.9	11003.89
10.10.2025	Forum sponsorship - Apex Archaeology			4119.99		1000	7883.9	12003.89
14.10.2025	Forum expenses - catering (Balinese Spice Magic)			4119.99	3170		4713.9	8833.89
23.10.2024	Forum sponsorship - Virtus Heritage			4119.99		500	5213.9	9333.89
27.10.2025	Heritage Now - membership fee (transferred to AACAI NEC)	200		3919.99			5213.9	9133.89
28.10.2025	Forum expenses - Welcome to Country (Illawarra LALC)			3919.99	715		4498.9	8418.89
29.10.2025	Forum - attendee contributions			3919.99		104.76	4603.66	8523.65
31.10.2025	Interest		24.08	3944.07			4603.66	8547.73
31.10.2025	Withholding tax	11		3933.07			4603.66	8536.73
<b>Total</b>		<b>1244.85</b>	<b>917.6</b>		<b>3885</b>	<b>4604.76</b>		

## **AACAI VIC Annual Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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# AACAI Victorian Chapter 2025 Annual General Meeting Minutes

*Wednesday 19 November  
4.30pm  
via Zoom Meeting*

## ITEMS

1. Present and Apologies Present and Apologies

### **Apologies**

Richard Fullagar

### **Present**

Jim Wheeler (JM)

Chris Clark (CC)

Kasey Robb

Oona Nicholson

Meredith Filihia

Abby Cooper

Erica Walther (ESW)

Jacqui Tumney

Andrea Murphy

Wendy Hernandez (WH)

Adrienne Ellis

Josara de Lange

Leah Tepper (LT)

Asher Ford

Mark Dowdell

Jocelyn Strickland

Andy Orr

2. Minutes of previous AGM

Moved JW, Seconded ON

3. Matters arising from minutes of previous AGM

No outstanding matters from previous AGM

4. 2025 Reports

- Chair

Chair report presented by JW. Reported activity in 2025 which included: input as HA expert panel into the proposed CHMP reforms, held two workshops (Conflict resolution and QGIS), membership increase of 10 new members.

- Treasurer

Treasurer report presented by JDL. Lot of outgoing this year through sponsorships of VAC and AAA, AAA prize, workshops and social drinks. Loss made for Conflict resolution workshop. The balance remaining in the account is \$13,000.

- Secretary  
Secretary report presented by LT. Summarised meetings held in 2025 inc. meeting attendance figures and social events. Lower take up than expected in the Conflict resolution workshop, hopefully QGIS workshop will be more successful. Social drinks being held after QGIS workshop – have invited La Trobe staff/students as La Trobe kindly donated a room of theirs for free for the QGIS workshop.
  - NEC Representative  
NEC representative report presented by CC. AACAI NEC invited to the opening of the ARC *Training Centre for Advancing Archaeology in the Resources Sector*. Funded by an ARC grant as well as consulting firms and energy companies. AACAI NEC AGM being held next week during AAA conference.
5. Looking forward to end of 2025, into 2026
- LT and JW working on CVA workshop still, with preference now for overnight trip on Gunditjmara Country and in conjunction with GMTOAC (thank you to ON for the suggestion)
  - Proposed CHMP reform form to be held next Wednesday by FPSR and a facilitator, with all three expert panels (HA, RAPs and Sponsors) presenting and coming up with scope for reform.
    - LT – FPSR reiterated goal of the forum is just to get a scope for the reform, so it is unlikely for change to happen soon.
    - JW – FPSR looking for a consensus first, rather than having to legislate. The HA panel will be looking for recognition of the importance of the HA role in CHMPs.
    - ON – will be interesting, is a purposeful format.
6. Other Business
- In person catch ups
    - ON – prior to Covid we would aim to hold every third meeting as a face to face meeting in a pub, rotate pubs. We should do this again, starting with the next chapter meeting
    - Big consensus. LT to organise summer pub meet for chapter meeting in Feb
  - VAC
    - JW – Happy to fund the VAC again? Having a table was successful. Should we sponsor a best consulting paper award? Would have to be for AACAI members only.
    - JDL – Prize could be free membership.
    - ON – Would have to make sure they meet the criteria first.
    - JW – Need a judging panel. Have some time so we can wait to assemble a full judging panel.
    - ON – Happy to be on the judging panel

**Meeting closed 5.01pm**



## AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

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### **AACAI Victoria Chapter: Chairpersons Report 2025**

I am pleased to report that our executive and membership have been very active throughout the year, including:

- Sponsorship and booth at the Victorian Archaeology Colloquium. This provided AACAI with an opportunity to engage with a large number of consultant archaeologists working in Victoria and to let encourage new members to consider joining us.
- Running a resilience and conflict management workshop, kindly hosted by GHD. While the attendance numbers for this workshop were a little disappointing, it did put AACAI training back on everyone's radars and provided valuable information about price points and lead time necessary for future workshops.
- Convening social drinks events to provide members and colleagues with an opportunity to get together in an informal setting to network, catch-up and discuss common issues in the profession.
- Running a QGIS workshop to be held this coming Friday at La Trobe University.
- Eleven AACAI volunteers have formed a Heritage Advisor Expert Reference Panel to assist the Dept of Premier and Cabinet in their CHMP reform program and participate in the CHMP Reform Forum scheduled next week. This has provided a unique opportunity for AACAI to advocate on behalf of our members and seek improvements in the regulatory system in Victoria, including better recognition and respect for the important statutory role archaeologists play in the CHM system in Victoria.
- Finally, I have worked with AACAI WA Chapter Chair Emma Beckett on a new corporate registration initiative, which has been approved by the NEC to be rolled out in 2026.

As a result of the initiatives outlined above, and our active efforts to promote AACAI throughout the year, we have seen 10 new members join in 2025, taking our total membership in Victoria up to 71.

We look forward to the year ahead with training workshops, social events and continued advocacy for the profession and our role as Heritage Advisors at the forefront of our plans. We also look forward to building on the growth of our member numbers, with the aim to exceed 80 state members by this time next year.

I want to thank the AACAI Vic executive for their hard work, enthusiasm and proactive approach to driving the day to day running of the Chapter and the implementation of the Chapters initiatives and events throughout the year.

*Jim Wheeler MAACAI GAICD*

*Chairperson, AACAI Victoria State Chapter*



## **AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC**

AACAI Victoria Chapter: Secretary Report 2025

### **Meetings**

**8 February 2025:** Membership drive following the VAC, workshop planning for the CVA workshop and conflict resolution and resilience workshop, issues with VAHR registrations.

**8 in attendance.**

**18 June 2025:** Vic govt internal review on the Aboriginal heritage management completed, membership drive and ideas for student and corporate memberships, workshop planning for the CVA workshop and QGIS workshop, debrief following conflict resolution and resilience workshop, heat policy NSW & ACT AACAI chapter discussion paper review.

**12 in attendance.**

**17 September 2024:** CHMP process reform - Key Information presentation by FP-SR, workshop planning for the CVA workshop and QGIS workshop, membership drive for corporate AACAI memberships, HA expert panel for CHMP reforms.

**32 in attendance.**

### **Workshops**

#### **Conflict resolution and resilience workshop (6 June 2025)**

Facilitated by Andy Collins from Moyleen Training and Consulting and held in a meeting room supplied free of charge by GHD. Great event and good feedback afterwards gathered by survey planet. Diverse group of people and everyone was participating. Not as many people took up the workshop, so opened up the workshop to full time students too. Smaller number of people than anticipated so ran at a loss. Lessons learnt were to organise and promote the event earlier, but was worth it to get momentum. 12 attendees.

#### **QGIS workshop (21 November 2025)**

To be facilitated by John Byrant from Mammoth Geospatial who has held this workshop for other AACAI chapters around the state. To be held in a meeting room supplied free of charge by La Trobe University. Expecting around 10 participants.

### **Social events**

Next networking drinks are scheduled for Friday 21 November following the QGIS workshop.



**AACAI VIC Treasurer's Report  
2025 – AGM (19 November 2025)**

**AACAI VIC Account (NAB)  
29/10/2024-19/11/2025**

Balance on hand: \$13,824.42

Balance at the 2024 AGM was \$16,433.42.

Transactions for the previous year are as follows:

<b>Date</b>	<b>Item</b>	<b>Amount</b>
25/11/2024	Reimbursement for part of AACAI drinks tab (Chris Clarke)	-\$111.61
25/11/2024	Reimbursement for part of AACAI drinks tab (Leah Tepper)	-\$251.49
29/01/2025	Reimbursement for cost of AACAI banners and brochures for Victorian Archaeology Colloquium (Erica Walther)	-\$193.96
05/02/2025	AACAI VIC sponsorship of Victorian Archaeology Colloquium (plus GST; La Trobe University)	-\$2,200.00
06/02/2025	AACAI NEC reimbursement for half of Victorian Archaeology Colloquium sponsorship	+\$1,000.00
02/06/2025	Reimbursement for morning tea boxes for Conflict Resolution workshop (Leah Tepper)	-\$412.49
11/06/2025	Humanitix - proceeds from ticket sales for Conflict Resolution workshop	+\$2,035.55
13/06/2025	Payment to Moyleen Consulting for Conflict Resolution workshop	-\$2,475.00
<b>TOTAL</b>		<b>-\$2,609.00</b>

The balance remaining in the account is \$13,824.42.

One event generating income for the Chapter was held over the period 29/10/2024-19/11/2025 (Conflict Resolution workshop). Three events incurring expenses for the Chapter were held over the period 29/10/2024-19/11/2025 (November 2024 drinks, Victorian Archaeology Colloquium and Conflict Resolution workshop).

*Josara de Lange*  
AACAI Vic Treasurer



## AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INCORPORATED

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### **AACAI Victoria Chapter: State Delegate Report**

In 2025, I attended six NEC meetings and was absent for two. These are listed below:

#### **NEC Meetings attended:**

- 19 February 2025
- 18 March 2025
- 30 April 2025
- 18 August 2025

#### **NEC Meetings Absent:**

- 16 January 2025
- 16 June 2025 (Jim Wheeler, Vic. Chairperson, attended).
- 13 October 2025

#### **Summary of Key Matters Discussed with the NEC and Communicated to/from the Victorian Chapter**

- Progress and future direction of JAACAI.
- AACAI representation at WAC-10.
- Circulation of the Minimum Qualifications for Archaeologists statement and Minimum Fee Scale to Victorian executives.
- Proposal for establishing the ARC Training Centre for Advancing Archaeology in the Resources Sector.
- Submission of a public statement condemning the attacks on Camp Sovereignty for NEC review and publication.
- Updates on AACAI's Student Support Fund and successful applicants.
- Victorian Chapter sponsorship of the Victorian Archaeology Colloquium, with financial support from the NEC.
- National AGM including end of NEC term of and nominations

*Christopher Clark, MAACAI  
AACAI Victorian State Delegate*

## **AACAI WA Annual Report**



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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# AACAI WA Chapter 2025 Annual General Meeting Minutes

*6.00pm, Monday 3<sup>rd</sup> November  
Albion Hotel, 535 Stirling Hwy, Cottesloe*

## **Present**

Emma Beckett, Lucia Clayton, JJ McDermott, Oscar Beighton, Hamish MacGregor, Jim Rhoads, Caroline Bird, Jo McDonald, Peter Veth, and Joe Dortch.

## **On Zoom**

Wendy Reynen and John Marell.

## **Apologies**

Annabelle Davis, Kane Ditchfield, Ariane Maggio, Ben Pentz, Michelle Smyth, Jim Stedman, Jo Thomson

*The meeting opened at 6:10*

- EB welcome and thanks to everyone involved.

## **ITEMS**

### **1. Chairperson's 2025 Report**

*See attached – Emma Beckett*

- The WA executive is seeking suggestions and volunteers for talks next year.
- Started talks this year with DPLH to organise information sessions for members. One suggestion from DPLH was on how to fill out HISF forms. Hope to get this happening in 2026.
- We are waiting to see when then report regarding recent consultations on the Intersection of Native Title Review and WA Heritage legislation will be circulated. To be followed up whether there will be an opportunity to provide feedback to a draft report. The ToR seem to indicate the report will be released in December without opportunity for feedback.

- The Minimum Qualifications statement (driven by the WA Chapter exec and Mentoring committee) has been published on the website.

## 2. Treasurer's 2025 Report

*See attached – John Marrell*

- The bank account was changed at the start of the year when we switched to a different bank.
- AACAI social events were well attended, especially the annual quiz night which had lots of sponsors.
- We were even able to reduce the price for AACAI members for the quiz night.
- JJ: the number of AACAI members attending events could be improved.

## 3. Secretary's 2025 Report

*See attached – Lucia Clayton*

- WA currently has its highest membership to date.
- EB: we are ahead of NSW in membership.

## 4. National Executive Committee and AACAI AGM

*Update and attached report – Wendy Reynen*

- Attended seven NEC meetings this year.
- JAACA is progressing in the background. It's not clear if it will be launched at AAA. But it will be released on the newly revamped website.
- Tax returns progress: reports had never been properly completed. Because so much time has passed, they can no longer be submitted online and must be lodged manually.
- JD: congratulations to the NEC for all their work; they have achieved a great deal.
- JJ: the current NEC began in April 2024 and has not yet completed the full two-year term. They would like to continue to complete their full term; however, nominations remain open to anyone who wishes to stand.

## 5. Expanded WA Executive Committee Updates

- a. *Social Events – JJ McDermott, Annabelle Davis, Lucia Clayton, Emma Beckett and Sarah de Koning*
  - JJ: the talks were very successful. Richard Fullagar and Judith Field's presentation on grinding was the best attended, possibly because many people were not in the field.
- b. *Safety – Annabelle Davis and Lucia Clayton*
  - LC is stepping down. The committee needs another person to work with AD.
  - JD: has offered to join the committee.
  - EB: there were interactions with NSW regarding the heat-management policy. Their upper limit of 40 degrees is not realistic for WA. But it would be good to make contact again to see whether ongoing engagement is possible.
  - EB: AD has suggested organising cultural safety training.
  - PV: a suggestion for cultural safety training is AIATSIS CORE. You can sign up online. It could be useful to contact them and see what could be relevant for AACAI members.

- c. Mentoring, Education, Training and Professional Development –*Emma Beckett, Jo Thomson, Caroline Bird and Annabelle Davis.*
- EB: we have developed a set of internship guidelines – these are now up on the website and will also be circulated soon.
  - EB: The WA Museum Collections tour was suggested in the member survey. Was a fantastic day we may run another in 2026. We could also look into talks from conservators. We can run another member poll to see what people are currently interested in.
  - JD: a good topic could be report writing.
  - CB: we have a draft course on writing skills that was designed as a workshop. CB will look this up. EB Action: check with CB to check hard drive.
  - PV: Vicky Richards could be someone good to contact about conservation.
- d. DPLH Meetings Group – *Emma Beckett, Jo Thomson, Joe Dortch, Caroline Bird and Annabelle Davis.*
- No standing items.

## 6. 2025 Summary

- Summary of AACAI WA’s activities and actions undertaken in 2025

## 7. Election of officers/new committee members

- If there is no alternative candidate for any position the incumbent will be returned
  - **Chairperson – Emma Beckett**, nominated by CB, seconded PV, passed unanimously
  - **Vice Chairperson – Jo Thomson**
  - **Treasurer** – JM stepping down. **Wendy Reynen**, nominated EB, seconded LC, passed unanimously
  - **Secretary – Lucia Clayton**, nominated by EB, seconded OB, passed unanimously
  - **State rep – Oscar Beighton**, nominated by LC, seconded JJ, passed unanimously.
  - **Alternate State Rep** – Hamish MacGregor nominated by WR, seconded LC passed unanimously.
- Nomination of interested parties in general committee roles (Social Events, Safety, Professional Development, Mentoring, and Marketing)
  - Events: EB, JJ, AD, HM, LC & OB
  - Safety: AD & JD
  - Education, Training and Professional Development/Mentoring – EB, JD, JT, CB, AD
  - DPLH meeting group: EB, AD, JT, JD, CB, LC

## 8. General Business for discussion

- Advocacy and lobbying
  - keep up momentum
  - keep partnering
  - continue engagement and communications (media and socials)
- WA Chapter has stepped away from social media, feeding actions to the NEC now that it is active in this space.
- The WA twitter account has not been needed or used this year. Could be deleted. Suggestion that we could join Bluesky.
- EPBC Act reforms are underway and may impact WA industry. These reforms may set national standards. A workshop on this will be held at AAA.
- OB has experience managing social media accounts and has volunteered to help out. Will liaise with NEC on this.

- Plans/Goals for 2026
  - Carry through 2025 goals.
  - JM: sustain the effort. The increase in membership is great, just need to continue efforts into 2026.

**9. Other business**

- Potential to ask the NEC for money to organise events in WA next year. Could look into paying someone to organise a big talk or similar function. Can explore museum partners, and see who is travelling to WA next year. Will explore putting out a poll early next year.

***Meeting end at 7:25 pm.***

The above minutes are a true record of the 2025 AACAI WA Chapter Annual General Meeting

	Signature	Date
Emma Beckett <b><i>Chairperson</i></b>		24/11/2025
Wendy Reynen <b><i>Treasurer (incoming)</i></b>		25/11/25
Lucia Clayton <b><i>Secretary</i></b>		24/11/2025



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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## AACAI (WA Chapter) Annual General Meeting 2025 Chairperson's Report

2025 has been another busy year for AACAI WA. Although events have been less monumental, we have continued to work hard to provide support and guidance for our members and create a positive and collegial environment amongst Western Australian Archaeologists.

### ***Achievements***

The WA chapters goals for 2025 included:

1. Maintain our commitment to creating a supportive and collegial environment for all professional archaeologists working in the state.
2. Continue to provide social and professional training opportunities for our members.
3. Continue to advocate for ethics and standards in our discipline, including increasing awareness around our code of ethics and the standards that our members adhere to.
4. Focus on ensuring the sustainability of the chapter including encouraging new and existing members to become involved in the general committee and/or sub-committees.

### **Events**

We have organised a fantastic array of events this year:

- In **February** we had a double header on [all things grinding](#) with Richard Fullagar talking about his work building grindstone classifications (*Classification and Function of Grinding Stones*). This was followed by Judith Field giving us an important intro into the kinds of information that can be gleaned from starch residues (*An Introduction to Ancient Starch Residues and the potential for insights into past plant use*).
- We kicked off **April** with [social drinks at the Balmoral Hotel](#) where we had a lovely afternoon chatting in the sun.
- This was quickly followed by a talk by Nathan Jankowski with an [intro to OSL](#) with reference to work in WA and on the east coast (*From luminescence to landscape change: charting the paleoenvironmental history of the Willandra Lakes World Heritage Area*).
- In May, for National Archaeology Week, Chapter Member Fiona Hook gave us a great talk on [shell modification](#) (*Worked shell in deep time: Methods for identifying cultural modification of shell in Western Australian archaeological sites*). Fiona even came with some practical examples so we could get some hands-on experience with these artefacts.
- Our annual trivia night was held in **September** at the Fremantle Park Club. This year's event was another great success with over 80 attendees! The events committee has put a lot of time and energy into running this event each year and it is fantastic to see how it continues to go from strength to strength. Part of the success of this event is also the incredible generosity of

all the businesses who support us each year by donating to our prize fund. You can see a list of all of these businesses [here](#).

- In **October** Annie Carson and Moya Smith generously provided a behind the scenes tour of the Western Australian Museum's (WAM) archaeology collections at the Collections and Research Centre in Welshpool. It was a great experience to see how these important collections are housed and managed. This event was organised following member feedback in 2024 that they would like info/training in 'curation and storage of excavated materials'. If WAM has availability in 2026 I would love to run another event.
- Our partnership with [Mammoth Geospatial](#) has continued to be positive with two GIS courses for heritage professionals run in [February](#) and [September](#). AACAI members continue to get a discounted rate for these courses. I look forward to continuing this relationship in 2026.

Many of these events have been sundowner talks where speakers generously volunteer their time to provide us with fantastic insights into their areas of expertise. We have been incredibly lucky in 2025 to have such a fabulous line-up. I would be very keen to hear of suggestions and/or volunteers for talks from our membership for our 2026 program.

We also have an exciting few months of events ahead of us: often far away from the action, this year we have [AAA on our doorstep](#) in December as well as the first [Western Australia Archaeology and Heritage Assembly \(WAAHA\)](#) in February 2026. The latter event is supported by AACAI in collaboration with the Western Australian Museum, the University of Western Australia and the University of Notre Dame and will provide a great opportunity for socialising and networking.

## Meetings

We had three general meetings this year. We opted to run all of these meetings online and although disappointing not to see people in person I have found the online option to be a great way of keeping in touch with members who are in the field or don't live in Perth. In all likelihood, we will continue to run our general meetings in this way in the coming year. The executive also continues to be in regular correspondence via email and messaging throughout the year.

## Advocacy and Engagement

Overall our engagement with the Department of Planning Lands and Heritage (DPLH) has been positive, although the frequency of meetings has dropped off since the Aboriginal [Heritage Survey Program](#) (AHSP) went live. DPLH has been respectful and responsive when we have engaged with them and I am keen to make sure this positive communication continues in 2026.

We [requested to be consulted](#) as part of the Government review of *the intersection between the Native Title Act and the WA Aboriginal Heritage Act*. Glenn Kelly of the National Native Title Tribunal quickly organised a meeting in response. The meeting was very positive and we were given plenty of time to discuss and advocate on behalf of our members regarding high-quality archaeological work. We look forward to reading the final report and hope to see some of our perspectives reflected.

The WA chapter has also spent time providing information and guidelines to help improve the state of our industry. This has included the nationally relevant [Statement on Minimum Qualifications for Consultant archaeologists](#) and the locally important [AACAI WA Guidelines on Internships and Employing Trainee Archaeologists](#). I am very appreciative to the members of the Mentoring, Training and Professional Development Committee for their input.

## **Challenges**

### **Resourcing**

One of the biggest problems we face as a chapter is resourcing. As volunteers, those of us on the State Executive do the best we can to provide a service to members and to improve the collegiality of our industry. One way of meeting our goal and of ensuring the sustainability of the chapter is to increase our membership base. In line with this, I am delighted to report that we have increased our membership this year by seven people overall. This is an amazing increase, and I hope that these new members feel very welcome! I look forward to seeing you all at coming events and hope that you are excited about getting involved in the organisation.

### **Acknowledgements**

Firstly, I want to give my thanks to all of our members! Just being a member shows your support for what we do. I feel this is incredibly important and I am always delighted when members get in touch or reach out with comments or feedback.

Our organisation is only as good as we, the members, make it. As always, huge thanks to everyone who has engaged with or been involved in AACAI WA this past year. Every contribution big or small is greatly appreciated.

I am particularly indebted to everyone who has helped make the events such a success. This includes the attendees, the organisers and the speakers.

Finally, a very special thanks to all State Executive and committee members: Lucia Clayton, John Marrell, Wendy Reynen, Jo Thomson, JJ McDermott, Annabelle Davis, Sarah de Koning, Caroline Bird and Joe Dortch.

### **Emma Beckett**

*Chairperson, Australian Association of Consulting Archaeologists Inc.*

*WA Chapter*



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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## AACAI WA Chapter 2025 Secretary’s Report

This year has been another busy year for AACAI WA members through consultancy work, academia, advocacy, and other professionals associated with the heritage sector. Regardless, WA members have continued to contribute their time and effort to supporting WA Chapter’s ongoing commitment to fostering a supportive and collegial environment for all heritage professionals.

### Mailing List

Mail Chimp has continued to prove an effective communication tool in communicating and sharing information with WA members and non-members. People have the option to opt-in or out of topics, so we can avoid bothering people with topics that are not of interest to them.

The mailing list currently comprises 305 subscribers, representing a slight decrease of seven compared to last year. We currently have 305 email subscribers. Though this is seven less than last year, with the new year and the promise of more events we hope that this will increase again. On average, 50% open email.

### AACAI WA Meetings

The year started with an executive meeting in February via Zoom, continuing with three general meetings in March, May and October.

Members of the AACAI NEC and WA Executive participated in a consultative workshop for the Native Title and Cultural Heritage Processes review, which is a ‘targeted review into Native Title and Aboriginal cultural heritage processes in Western Australia’s mining and exploration sector with a focus on improving outcomes for both Traditional Owners and industry’. The review is being led by the National Native Title Tribunal and the WA Department of the Premier and Cabinet. The workshop was very productive and AACAI was able to advocate on behalf of our members. Once the final report is released, we will circulate it with AACAI members.

WA members were also active in meetings with DPLH to discuss general information sessions.

*Table 1. Summary of Key AACAI WA Meetings in 2025*

Date	Event	Location	Total Attendance	AACAI Member Attendance
13-02	WA Executive meeting	Online	4	4
06-03	WA Chapter meeting	Online	7	7
31-03	DPLH Information Session	Online	3	3

Date	Event	Location	Total Attendance	AACAI Member Attendance
05-05	WA Chapter meeting	Online	7	7
15-10	WA Chapter meeting	Online	7	7

## Events

We had six well attended events this year, as outlined in the Chairperson report.

There was a great turnout for all of these, and we look forward to more in the following year. If you have any ideas for an event in 2026, or would like to join the events committee, please contact us.

Mammoth Geospatial ran two 'Introduction to QGIS for Heritage' workshops this year, in February (co-endorsed with ASWA) and in September. Both were well attended, and we are planning more for the next year.

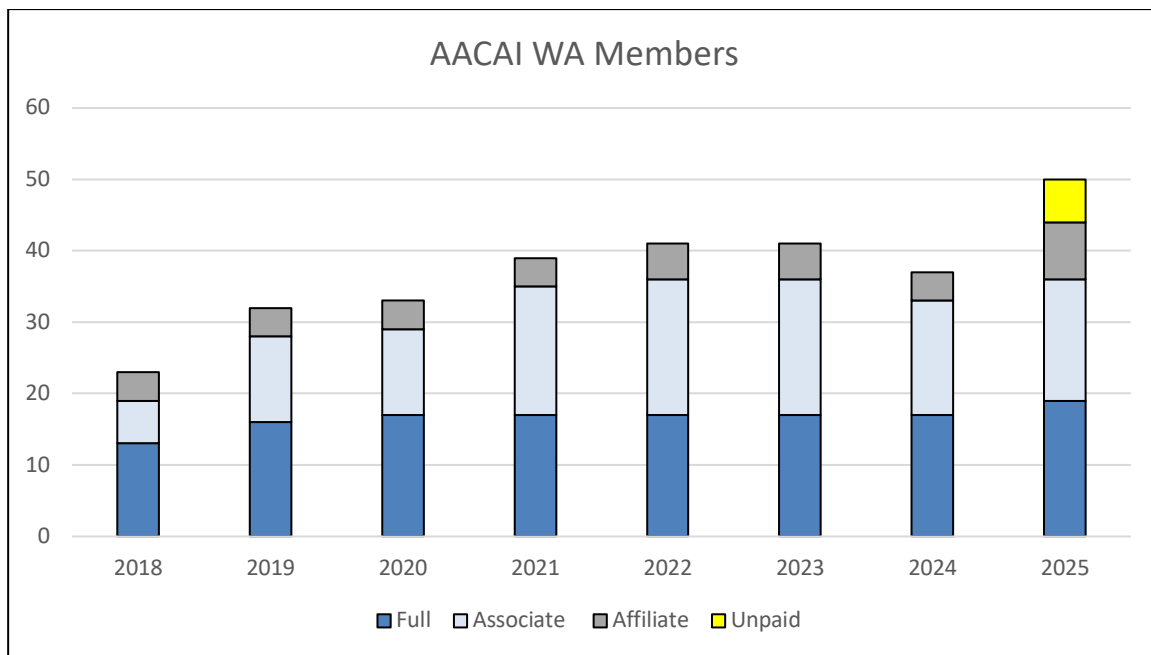
We also look forward to the many presentations by WA members at the AAA conference in Fremantle this year.

**Table 2. Summary of WA Events in 2025**

Date	Event	Location	Total Attendance	AACAI Member Attendance
17-02	Sundowner - Richard Fullagar and Judith Field - Grindstones and Starch Residues	Albion Hotel, Cottesloe	49	14
05-04	Social Drinks	Balmoral Hotel, Vic Park	12	6
09-04	Sundowner - Nathan Jankowski - OSL and Willandra Lakes	Albion Hotel, Cottesloe	26	6
21-05	Sundowner - Fiona Hook - Worked Shell	Albion Hotel, Cottesloe	23	7
15-09	Annual Trivia Night	Fremantle Park Club	83	10
29-10	An afternoon at the Museum	WA Museum, Welshpool	9	4

## Membership Update

Membership has increased this year and is currently at an all-time high with 50 members in total. Of these, six are not financial. There are also two pending applications. I strongly encourage members with outstanding payments to contact the membership secretary to resolve any issues.



**Conclusion**

We remain a group of determined and passionate individuals who care deeply about the WA heritage industry and are committed to continue improving it for all archaeologists and heritage professionals. I would like to thank the other members of the WA executive, committee members, and other WA members who continue to dedicate their time to this cause. I also wish to extend my sincere thanks Emma Beckett, not only for her work as Chairperson but also for her support in helping me navigate the role of secretary.

**Lucia Clayton**

*Secretary, Australian Association of Consulting Archaeologists Inc.  
WA Chapter*



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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## AACAI (WA Chapter) Annual General Meeting 2025 Treasurer's Report

*3 November 2025*

I present the accounts of the WA Chapter of the Australian Association of Consulting Archaeologists Incorporated (AACAI WA) for 1 January 2025 to 3 November 2025.

Expenditure for this year was \$5,036.36 across four (4) events. Specifically, the Grinding and Residue Sundowner held on 17 February, the OSL Sundowner held on 9 April, the Shell Sundowner held on 21 May and the Quiz Night held on 15 September.

The Grinding and Residue Sundowner was a ticketed event, with the following sale prices: \$10 for AACAI members/students and \$18 for general sales (non-members). There were 49 tickets sold across the two categories, resulting in total income for the event of \$698. Total expenses for the event were \$647.46 (for catering), resulting in a net gain of **\$50.54** for the event.

The OSL Sundowner Talk was a ticketed event, with the following sale prices: \$10 for AACAI members/students and \$20 for general sales (non-members). Total income for the event was \$360. Total expenses for the event were \$330.00, resulting in a net gain of **\$30.00** for the event.

The Shell Sundowner Talk was a ticketed event, with the following sale prices: \$10 for AACAI members/students and \$18 for general sales (non-members). There were 23 tickets sold across the two categories, resulting in total income for the event of \$330. Total expenses for the event were \$300 (for catering), resulting in a net gain of **\$30.00** for the event.

The Quiz night was a ticketed event, with the following sale prices: \$20 for AACAI members and students and \$30 for non-members. The event was very well attended and there were 83 ticket sales across the various categories. Ticket sales and sponsorship funds generated income of \$3,770.00 for the event. Total expenses for the event were \$3,758.90 (venue hire, food, prizes), resulting in a net gain of **\$11.10** for the event.

As a result of the above events and transactions the closing balance at 3 November is \$2,404.71. This provides sufficient "float" to continue the sort of activities AACAI WA has usually supported. A list of the transaction history for year-to date, of the AACAI WA account, are provided in **Error! Reference source not found.**

Additionally, the AACAI WA bank account was changed from Bankwest to Commonwealth in March, owing to Bankwest discontinuing their business banking services.

**John Marrell**

*Outgoing Treasurer, Australian Association of Consulting Archaeologists Inc. WA Chapter*

Table 1: AACAI Transactions, Bankwest and Commonwealth Account – YTD 2025

Transaction Date	Narration	Debit	Credit	Balance
Bankwest Account				
20/02/2025	HUMANITIX HPEKCLCJ8P		698	2139.15
20/02/2025	To Emma B 04:55PM 20Feb AACAI Reimbursement	-647.46		1441.15
Commonwealth Account				
4/04/2025	Fast Transfer From J MARRELL AACAI Funds Redeposit AACAI Funds New Bank Acct		<b>2088.61*</b>	<b>2088.61</b>
14/04/2025	Direct Credit 141000 HUMANITIX HPS6NQ4SCE		360	2448.61
16/04/2025	Transfer To Emma Beckett NetBank AACAI Social - Albion Hotel R...	-330		2118.61
1/05/2025	Paper Statement Fee	-5		2113.61
23/05/2025	Transfer to other Bank NetBank Albion Catering	-300		1813.61
26/05/2025	Direct Credit 141000 HUMANITIX HPGV25QB7J		330	2143.61
6/08/2025	Transfer to other Bank NetBank Quizmaster	-770		1373.61
14/08/2025	Fast Transfer From DORTCH AND CUTHBERT P Dortch Cuthbert sponsorship 25-005		150	1923.61
14/08/2025	Fast Transfer From ANNABELLE DAVIS CREDIT TO ACCOUNT INV 25-008		200	1773.61
14/08/2025	Fast Transfer From DANIEL PULETAMA 25-002 SandS CRM Sponsorship		200	1573.61
15/08/2025	Direct Credit 301500 Echoes Cultural Echoes INV25-003		200	2123.61
25/08/2025	Transfer from CBA NetBank 25-004		200	2323.61
26/08/2025	Fast Transfer From PHILLIP CZERWINSKI HWA Quiz Sponsorship		200	2523.61
27/08/2025	Direct Credit 141000 TERRA ROSA CONSU 25-007		150	2673.61
2/09/2025	Direct Credit 128594 AUSTRALIAN CULTU 25-001		200	2873.61
14/09/2025	Transfer To Fremantle Park CommBank App Inv-0711 JJ McDermott	-330		1123.61
14/09/2025	Transfer To Jab Two CommBank App 250915FRE	-1420		1453.61
18/09/2025	Transfer from CBA NetBank BWA		250	1373.61

Transaction Date	Narration	Debit	Credit	Balance
20/09/2025	Transfer To JJ McDermott NetBank AACAI Quiz expenses reimburse...	-1238.9		134.71
22/09/2025	Direct Credit 141000 HUMANITIX HPL9ARQZRL		2270	2404.71
	<b>Total</b>	<b>-\$5,041.36</b>	<b>\$5,408.00</b>	
03/11/2025	<b>Closing Balance</b>	-	-	<b>\$2,404.71</b>

*\*Transfer of funds into the new account not added into Credit column, as they were existing AACAI funds/*



AUSTRALIAN ASSOCIATION OF CONSULTING ARCHAEOLOGISTS INC

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## **AACAI (WA Chapter) Annual General Meeting 2025 WA State Delegate Report**

*31 October 2025*

This year I attended four out of seven NEC meetings (via zoom) scheduled prior to the 21<sup>st</sup> October 2025. I was in the field and unable to attend the other meetings, as was the alternate WA delegate Anabelle Davis. Emma Becket stepped in as the WA delegate for one NEC meeting (August 18, 2025).

Summary of major items from 2025:

- Ongoing discussion regarding membership fees and applications, including the issue of 'equivalent consulting experience' to an Honours degree, as stated in the Constitution, as the membership secretary has received queries about this. Another discussion point is whether to refund membership application fees for those who don't meet the qualifications, and what actions can be taken.
- The AACAI Website has been refreshed to improve usability and administration, this work is ongoing by the Website Committee.
- Continued engagement with the AAA/AIMA conference, including the Meet the Graduates & Colleagues event.
- JAACA Relaunch: Significant efforts are being made to relaunch the journal, including assembling an editorial team and planning for launch at the AAA conference.
- Corporate Registration: A proposal for corporate registration is being developed and reviewed, focusing on companies adhering to AACAI ethics.
- Ongoing discussions around concerns about the Australian Heritage Services Directory initiative and lack of transparency and consultation.
- The Minimum Fee Scale statement was discussed and released.
- Outstanding income tax returns from 2004-2010 are an ongoing action item. Based on the information received from the AACAI accountant, only the tax returns for 2004, 2009 & 2010 can be prepared (and need to be lodged physically). There are no financial details for years

2005-2008. Other financial items include contacting the ATO and checking the association's Not-for-Profit status.

- EIANZ Professional Certification for the Heritage Industry: Agreement that the proposal was not accepted by the NEC, as EIANZ should be focusing on environmental practitioners, and heritage matters should be dealt with by professional bodies such as AACAI, ASHA and AICOMOS.
- The current NEC's term is ending, with a call for nominations for all positions and discussion on succession planning.

Wendy Reynen MAACAI

*Outgoing WA State Delegate Representative*

*Australian Association of Consulting Archaeologists Inc. WA Chapter*