

ASSOCIATION OF HAWAII ARCHIVISTS

Board Meeting April 12, 2012

Hawaiian Historical Society Library

Present: Barbara Dunn, Mary Louise Haraguchi (via skype), Carol Hasegawa, Kapena Shim (SAA-SC representative), Dainan Skeem, Dawn Sueoka, Georgina Tom, Gina Vergara-Bautista

Excused: Janel Quirante

1. Carol called the meeting to order at 4:05 pm.
2. The minutes of the March 13, 2012 meeting were reviewed and accepted.

3. Treasurer's Report

Georgina distributed the treasurer's report. As of April 12, 2012, we have a balance of \$8,045.03. She and Dainan said that AHA is considered a "domestic nonprofit corporation," which means that our members, directors, and officers cannot get paid. We do not have to file federal taxes because our income does not exceed \$25,000, but we may need to file state general excise taxes. Georgina will investigate further. Georgina also reported that she sent reminder emails to members who had not yet renewed.

4. Committee Reports

a) Annual meeting 2012

Carol reported that AHA donated \$200 to the Grove Farm Homestead Museum, \$250 to the National Tropical Botanical Garden, and \$150 to the Kaua'i Historical Society. Moises Madayang of the Grove Farm Homestead Museum received an honorarium of \$50. Carol sent thank-you letters to all the institutions and individuals who helped make the 2012 conference possible. She will give copies to Janel, who will hold them until the end of her term as secretary, when her records will be transferred to the AHA archives.

b) AHA/HMA/HLA mini conference

Dawn, Georgina, and Mary-Louise suggested holding the mini conference in June or July so as not to interfere with AHA's, HMA's, and HLA's annual meetings. Proposed themes included metadata and collections care/maintenance. Student poster sessions by library school and museum studies students were also suggested. Mary Louise recommended starting the conference early in the day so that neighbor-island attendees won't have trouble getting a flight home that night. It was also suggested that we hold the conference in February, in conjunction with our annual meeting. The board will consider this option, and board members will continue to propose themes.

c) AHA archives project

AHA's records are currently held by the Hawai'i State Archives. Gina reported that we don't have good records after 2006. Barbara has a complete set of

newsletters and will try to fill in gaps. Secretaries from 2006 onward will nevertheless need to be contacted and asked to provide all minutes for that period. Because AHA's records will not be processed immediately and because new archives staff are not yet ready to supervise library school interns, we foresee this project taking 2 years, with a target date of 2014, AHA's 25th anniversary. The end product may be a publication, such as HMA's recent anniversary publication. This would be a good SAA-SC service project or LIS internship.

d) ByLaws

Gina did very thorough research in AHA's archives and confirmed that the AHA bylaws (revised February 9, 2008) do not stipulate 30-day notifications or mention ballots in writing. She also confirmed that AHA never acquired 501c3 status. However, there is no record of the 2008 bylaw revisions being discussed or approved by membership. It is thus all the more important that we acquire minutes from 2006 onward.

Jim Cartwright will make a recommendation about amending the bylaws at the next meeting. He will email Carol his proposal ahead of time, and Carol will forward it to board members.

Barbara suggested amending the bylaws to allow presidents to serve one year beyond their current terms. This would help maintain momentum for projects instigated by the president. Gina asked board members to send the bylaws committee ideas for other amendments.

5. Unfinished business

a) Captain Rogers site visit

Barbara emailed Captain Rogers about a possible site visit but has not heard back yet. She will inform everyone as soon as she hears from him.

b) Summit of Regional Archival Associations Meeting

Dainan will tentatively represent AHA at the Summit of Regional Archival Associations Meeting. AHA would like to provide him with a \$100 stipend for attending. Carol will write the check once Dainan's trip is confirmed.

c) Donation to SAA-SC

The board approved a \$100 donation to the Society of American Archivists Student Chapter in honor of their substantial contributions to AHA and to the Hawai'i archives community.

d) Update of repositories

AHA would like to update the list of Records Repositories in Hawai'i. This list is currently maintained on the Hawaiian Historical Society website. There is no need to produce a print copy of this register. Updates should include director's name and contact information, website, photos, and links to online collections or finding aids. This information would be provided by the repositories themselves; someone from AHA would then need to update the records.

Board members will look at the current list and bring suggestions to the next meeting.

e) Blog, older websites

AHA's multiple websites are confusing, but we don't want to shut down the previous sites because they contain lots of good information. Dawn and Dainan will talk to Andrew about migrating his content to our current Wordpress site. Dainan will ask Stu about this as well, and Barbara will talk to our current webmaster, John Barker.

6. New Business: Discussion of new business was postponed until the next meeting.

7. Announcements

a) Carol attended the Wayne Levin Kalaupapa gallery show and sat in on the Valerie Monson talk.

b) SAA-SC is currently transitioning to a new board. SAA-SC students may travel to Kaua'i for a service project at the National Tropical Botanical Garden. Kapena is planning a program in two weeks to see how the LIS program can be more supportive of Native Hawaiian and Pacific Island librarians and archivists.

8. Miscellaneous

Carol will post recaps of board meetings to the AHA blog and will notify members via email. AHA members will be encouraged to join committees.

9. Next meeting

The next meeting will be on Thursday, May 10, at 4 pm at the Hawaiian Historical Society Library.

10. Carol adjourned the meeting at 5:35.

Respectfully submitted,
Dawn Sueoka, Substitute Secretary