

ASSOCIATION OF HAWAII ARCHIVISTS
Minutes of Board Meeting, May 10, 2012
Hawaiian Historical Society Library

Present: Barbara Dunn, Mary Louise Haraguchi, Carol Hasegawa, Janel Quirante, Dainan Skeem, Dawn Sueoka, Georgina Tom, Gina Vergara-Bautista.

1. Carol called the meeting to order at 4:05 pm.
2. Minutes from April 12, 2012 Board meeting were approved as corrected.
3. Treasurer's report for April 12 – May 10, 2012
As of May 10, 2012, the ending cash balance is \$7,975.03 and total membership is 56 individual and 2 institutional.
4. Guests: Jim Cartwright, Judy Kearney. By Laws proposal
Jim presented recommended revisions to the AHA By Laws and answered Board questions about the proposed language changes in sections: Membership, Officers, and Amendments; and about the proposed new section: Elections. The Board and the By Laws Committee will continue to work on the By Laws revision to present to the general AHA membership for approval.
5. Committee reports
 - a. AHA / HMA / HLA (Dawn, Georgina, Mary Louise)
The committee chose the theme "Stewardship of Collections" to address conservation and preservation concerns particular to Hawaii's environment. Some ideas for a session around this theme include: conservator talks, student posters, conservation initiatives, available grants, managing spaces with environmental control, preservation concerns with exhibitions. The session would be scheduled during the AHA Annual Meeting in Feb 2013 and be open to HMA and HLA members. One potential venue is the Queen Kapiolani Hotel.
 - b. AHA Archives (Dainan, Gina)
Dainan received records from past Secretary Ellen Chapman and transferred them to Janel (current Secretary).
 - c. By Laws (Gina, Dainan, Janel)
Committee distributed AHA records relating to current and previous versions of By Laws and recommended the addition of clauses: Indemnification, Quorum for Board decisions, Removal of officers or directors, Conflict of interest, Minimum number of meetings per year, Dissolving of committees.
6. Unfinished business
 - a. Captain Rogers
Tour of the Hawaiian Airlines Archive is scheduled for Sat. June 2 at 10:00 am. Barbara will send an announcement and RSVP request to AHA listserv.
 - b. Update of repositories
Janel and Mary Louise with help from Barbara will update the Directory of Historical Records Repositories in Hawaii. PDF of 4th edition (1999) is no longer available for download on Hawaiian Historical Society website, but Janel has electronic and hard copy.

- c. Blog, older websites
All Board members were added to WordPress site and can now post and add content. John Barker is working to get past minutes from Andrew's site included on current WordPress site. Andrew will shut down his site and redirect to our WordPress site. Dawn will ask Andrew about transferring the AHA photos on Picasa. Barbara renewed our domain name hawaiiarchivists.org and mapped it to WordPress.
- 7. New business
 - a. Hawaii Small Business Development Center / AHA tax status
Tabled until next meeting
 - b. PayPal
Board decided to not create a PayPal account and will continue to accept cash and check payments only.
 - c. Other
Board approved a \$200 donation to Kalaupapa National Historic Park
- 8. Next meeting will be held Thursday June 14, 2012 at 4:00 pm at the Hawaiian Historical Society Library.
- 9. The meeting was adjourned at 5:45 pm.

Respectfully submitted,
Janel Quirante, Secretary