

ASSOCIATION OF HAWAII ARCHIVISTS
Minutes of Board Meeting, July 12, 2012
Hawaiian Historical Society Library

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

Guest: Ashley Millett, UH SAA-SC representative

1. Carol called the meeting to order at 4:07 pm.
 2. Board welcomed SAA-SC student representative.
 3. Minutes from June 14, 2012 Board Meeting were approved as corrected.
 4. Treasurer's Report for June 14 – July 12, 2012
As of July 12, 2012, the ending cash balance is \$8,047.53. Two new members paid dues. Georgina distributed revised Treasurer's Report for May 10-June 14, 2012 with corrected name of Kalaupapa National Historical Park.
 5. Committee reports
 - a. AHA Archives (Dainan, Gina)
Committee is searching for records from 2006-2010. Barbara will make copies of her AHA newsletters and records for the archive. Records from past secretary Ellen Chapman were transferred to Janel.
 - b. Directory of Historical Records Revision (Janel, Mary Louise, Barbara)
Janel will send out a test submission form to Board members to test out the submission process before sending it out to general membership.
 - c. AHA / HMA / HLA Conference (Dawn, Georgina, Mary Louise)
The committee recommended and the Board approved the Queen Kapiolani Hotel as the venue. The Board approved payment of 50% deposit of \$1,123.04 to confirm the reservation; the balance is due in January. The committee expects 50-100 attendees, with registration fees between \$70-80 for members, and a student discount rate to be determined. Parking options are: \$15 valet at hotel, \$1 per hour metered spots at zoo, free lot in Kapiolani Park. The committee is in contact with HMA and HLA leadership, and is drafting an email to send to their respective members and an email to potential presenters. The date and time is confirmed: Sat. Feb 16, 2013 from 8:00 – 4:00.
 - d. Program activities (Barbara, Carol)
Barbara confirmed a site visit to the Kamehameha Archives with Janet Zisk for August 11. Gina will look into a combined site visit to the Filipino Community Center and the Hawaii Plantation Village. Carol suggested a combined visit to the CLEAR archives and 'Ulu'ulu Moving Image Archive at UHWO in Spring 2013. For the Holiday Social, Carol suggested inviting a guest speaker, and holding a Pop-Up Exhibit where members display personal collection items.
 - e. By Laws (Gina, Dainan, Janel)
The Board discussed the Suggested Revisions to By Laws distributed by the committee on June 14, 2012. The committee will schedule a meeting outside of regular Board meetings to revise further and incorporate Board suggestions. The
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meeting is open to all Board members and will happen before the holidays. Final copy edits and clean up of text will happen after content is approved.

6. Unfinished business
 - a. Na Hawaii Imi Loa student workshop (Dainan)

Dainan distributed the Archival Workshop Proposal. The Board approved the motion to assist and coordinate the workshop with the student hui, with the understanding that AHA will provide/find instructors and supplies and the student hui will coordinate venue and attendees. Dainan and Dawn will be the AHA contacts for this project.
7. Next meeting will be held Thursday August 9, 2012 at 4:00 pm at the Hawaiian Historical Society Library.
8. The meeting was adjourned at 5:38 pm.

Respectfully submitted,
Janel Quirante, Secretary
