

ASSOCIATION OF HAWAII ARCHIVISTS  
Minutes of Board Meeting, April 11, 2013  
Hawaii State Archives

Present: Mary Louise Haraguchi, Eleanor Kleiber, Janel Quirante, Dainan Skeem, Dawn Sueoka, Monika Talaroc, Georgina Tom, Gina Vergara-Bautista  
Guest: Erin Green (SAA-SC representative)

1. CALL TO ORDER. Dainan called the meeting to order at 4:10 p.m.
2. MINUTES (Janel). Minutes from the March 14, 2013 Board Meeting were approved as corrected.
3. TREASURER'S REPORT (Eleanor)
  - a. Monthly Report.  
For the period of Mar 14 – Apr 11, 2013, we had an income of \$35.00 and expenses of \$2.50. As of Apr 11, 2013, the ending cash balance is \$9,065.04. There is a \$0.50 discrepancy between bank statement and AHA check register; Eleanor will investigate. The monthly bank service fee of \$2.50 (for check images) was cancelled and will end next month. There are 79 current members.
4. COMMITTEE REPORTS
  - a. AHA 2013 Conference / Meeting Finance Report (Dawn, Mary Louise, Georgina)  
The Committee reported \$4,404.71 in expenses (venue, lei, badges, printing, parking) and \$4,219.14 in income (registrations, donations). The \$185.57 loss was attributed to the student discounted registration rate.
  - b. Site Visits (Janel)  
AHA is co-sponsoring a site visit with SLA-HPC at 'Ulu'ulu Moving Image Archive on April 25, 2013. SLA-HPC is coordinating the RSVPs and created a flyer for the event which was sent to AHA listserv. AHA will reimburse SLA-HPC for half the refreshment and lei costs.
  - c. Education
    - i. Na Hawaii'i 'Imi Loa workshop update (Dawn)  
The student group is planning a workshop in September and has applied for funding through UH. AHA will co-sponsor the workshop. Surveys will be sent to potential attendees to find out preferred training topics.
    - ii. ACA Exam 2014 update (Dainan)  
8 people responded to Dainan's survey and indicated interest in taking the ACA exam if scheduled in Hawaii'i in 2014. The test date would be in August 2014 and the UH Archives reading room is a potential venue.
5. UNFINISHED BUSINESS. SAA DAS workshops in Hawaii'i (Dainan)  
Two SAA workshops are scheduled for July 22-23, 2013 in the UH Archives reading room in Hamilton Library. The 2 classes are "Copyright Issues for Digital Archives" and "Privacy and Confidentiality Issues in Digital Archives". Registration is open on SAA website. There is a \$25 discount for AHA members, and a discount for SAA members. One complimentary registration is offered to the venue host. AHA will provide drinks for breaks.
6. NEW BUSINESS
  - a. Audit (Dainan)

The Board discussed whether AHA should do an audit of its finances and decided that it is not necessary because our accounts are in balance and there are no red flags.

b. PARBICA and ICA membership (Eleanor)

The Board discussed whether to join these organizations as an Institutional Member. The costs to join would be \$230 for an annual membership. The benefits would include access to networking, publications, scholarships to conferences. Eleanor will gather more details about membership and poll students to gauge interest. The Board will vote next meeting.

7. ANNOUNCEMENTS / ROUNDTABLE

Gina announced that 72 people attended the Digital Archives Update Meeting about the digital initiatives at the State Archives. Eleanor announced a talk and visit from Danielle Niquet from the University of French Polynesia on April 18, 2013. Monika gave an update on her talk to LIS alumni and students. Erin announced an SAA-SC service project at the State Archives and a tour at BYU Archives.

Holiday Social: Dawn suggested the Pig and Lady to cater the AHA Holiday Social.

2014 Conference: Georgina suggested the theme of AHA 25 Years: Past, Present, and Future with presentations to include original Board members and current students.

Education: Gina announced that Adam Jansen agreed to present on Digital Archives.

8. NEXT MEETING. Thursday June 13, 2013 at 4:00 p.m. at the Hawai'i State Archives

9. ADJOURN. The meeting was adjourned at 5:11 p.m.

Respectfully submitted,  
Janel Quirante, Secretary