

ASSOCIATION OF HAWAI'I ARCHIVISTS
Minutes of Board Meeting, July 11, 2013
Hawai'i State Archives

Present: Mary Louise Haraguchi, Eleanor Kleiber, Janel Quirante, Dainan Skeem, Dawn Sueoka,
Monika Talaroc, Georgina Tom
Excused: Gina Vergara-Bautista

1. CALL TO ORDER. Dainan called the meeting to order at 4:05 p.m.
2. MINUTES (Janel). Minutes from the June 13, 2013 Board Meeting were approved as corrected.
3. TREASURER'S REPORT (Eleanor)
 - a. Monthly Report
For the period of June 13 – July 11, 2013, we had an income of \$70.00 and expenses of \$0.00 with an ending cash balance of \$9,218.04. As of Jul 11, 2013 there are 86 current members.
4. COMMITTEE REPORTS
 - a. AHA 2014 Conference / Meeting (Dainan)
The Committee gave updates on potential venues including: the East West Center which can accommodate 50-60 people in the Asia Room but does not allow food inside. Other venues were discussed including: UH West Oahu, Harbor View Center, Ward Center conference room, HPU Windward.
 - b. Holiday Social (Mary Louise)
The Committee is exploring a lunch social in early December, with a budget of about \$30 per person.
 - c. Site Visits (Georgina)
Shangri-La is available for a site visit and has given Gina a list of potential days and times
 - d. Education
 - i. SAA DAS workshops in Hawaii in July (Dainan)
As of Jul 11, 2013 there are 20 registered students.
 - ii. Future programming (Dawn)
The date for Digitization Best Practices Workshop taught by Adam Jansen is to be determined. Dawn has asked Adam for more information about the Training Session for the Certified Digital Imaging Architect Exam including cost, and what the class offers.
 - iii. NHIL (Dawn)
Na Hawaii Imi Loa is holding a Hawaiian Library Symposium on Thurs Sept 26, which is open to AHA members. The tentative date for the Archives Training Workshop co-sponsored by AHA and Na Hawaii Imi Loa is Sat Oct 5. There will be 1-3 pre-workshop meetings for teachers and volunteers.
 - e. Service Project (Monika)
The committee is still working to confirm the Service Project
 - f. Public Relations / Outreach (Janel)

The owners of the two non-current AHA websites were contacted about shutting down the sites. One site has been taken down, the other is still pending. Monika has admin privileges for the WordPress site and will begin implementing changes based on her mock-up.

5. UNFINISHED BUSINESS
PARBICA and ICA membership (Eleanor)
The Board approved AHA's institutional membership to PARBICA (the Pacific Regional Branch of the International Council on Archives). The cost is \$230 in annual membership fees.
6. NEXT MEETING. Thursday Aug 8, 2013 at 4:00 p.m., Hawai'i State Archives
7. ADJOURN. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,
Janel Quirante, Secretary