

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

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

1. CALL TO ORDER. Dainan called the meeting to order at 4:00 p.m.
2. MINUTES (Eleanor). Minutes from the November 13, 2013 Board Meeting were approved as corrected.
3. TREASURER'S REPORT (Eleanor)
Monthly Report
The ending cash balance for the period of Nov 13 – Dec 11, 2013 is \$9,683.58. We had an income of \$1,086.00 and expenses of \$0.00. As of Dec 11, 2013 there are 87 current members.
4. COMMITTEE REPORTS
 - a. AHA 2014 Conference / Meeting (Dainan)
A Reserve-the-Date email announcement was sent to AHA Listserv. The panelists and speakers for all sessions are TBD, but the committee has started contacting potential speakers to confirm participation. A Call-For-Volunteers for the PechaKucha Session will be sent to Listserv; depending on response, the committee will reach out to neighbor island members to present. Three student poster presenters have been confirmed. A Call to Sponsor a Student will be sent to Listserv. The Slate of Board Nominees has been determined and will be sent to AHA members by Jan. 15, 2014 (30 days prior to election). This mailing may also include a "Share your AHA Story" card that can be filled out and displayed during the conference. The committee is looking for photographs to scan and share in a slideshow during registration.
 - b. Holiday Social (Mary Louise)
The Holiday Social Lunch is confirmed for Sat Dec 14, 2013 from 1:00 – 4:00 pm at Side Street Inn Kapahulu. 32 people have RSVPed.
 - c. Site Visits (Gina)
Please send any site visit suggestions to Gina.
 - d. Education (Dawn)
A survey was sent to AHA members who had previously expressed interest in completing their DAS certification through SAA workshops to determine which classes would be the most likely to hold in Hawaii, either in-person (minimum of 17 registrants) or on-demand webinar. The Certified Archivist Exam can be proctored in Hawaii if there are at least 5 examinees. Helen Wong-Smith has agreed to be our SAA Liaison for the CA exam. Supplies for AHA-sponsored workshops are stored at UH Archives, and MetalEdge has offered either free or discounted supplies for future classes.
 - e. Public Relations / Outreach (Janel)
Website will be reviewed to make sure that agendas and minutes can be uploaded to proper page.

5. NEW BUSINESS

The slate of Nominees for new Board Members for 2014-2015 has been determined, including 4 nominees to replace outgoing directors Mary Louise Haraguchi, Janel Quirante, Dainan Skeem, Georgina Tom and a 1-year nominee to finish Eleanor Kleiber's term. Directors Dawn Sueoka, Monika Talaroc, and Gina Vergara-Bautista are continuing through 2014.

6. NEXT MEETING

Wednesday January 8, 2014 4:00 pm Hawai'i State Archives

7. ADJOURN. The meeting was adjourned at 5:05 p.m.

Respectfully submitted,
Janel Quirante, Secretary