

ASSOCIATION OF HAWAI'I ARCHIVISTS
Minutes of Board Meeting, February 10, 2015
Hawai'i State Archives

Present: Gina Vergara-Bautista, Kapena Shim, Jill Sommer, Dawn Sueoka, Monika Talaroc, Annie Thomas, Malia Van Heukelem

Excused: Kepā Maly

1. CALL TO ORDER. President Gina Vergara-Bautista called the meeting to order at 3:45 pm.
2. MINUTES (Dawn). Minutes of the January 13, 2015, meeting were approved.
3. TREASURER'S REPORT (Kapena)
The ending cash balance for the period of January 13, 2015–February 10, 2015, is \$16,204.10. We had an income of \$1,111.50 and expenses of \$297.27.
4. COMMITTEE REPORTS
 - a. Archives (Kapena)
Nothing to report.
 - b. Community Service (Malia)
Malia has been in touch with Koa Luke of Nā Hawai'i 'Imi Loa. An archival training workshop is being considered for April, and will probably be held in Wai'anae.
 - c. Conference (Annie)
A total of 34 people have registered for the conference.
Annie presented copies of the packet containing the conference materials. She will print copies on Friday. Kapena will provide copies of the treasurer's report on the day of the meeting.
Annie will provide table linens for the dinner at Pukalani Stables.
On Sunday, the group will take a 15-minute break between the NHERC tour and lunch/the annual meeting. This will give Annie time to pick up the food.
Annie will purchase cards for the honoraria. Board members will sign the cards.
Gina will bring name badges.
 - d. Education (Dawn)
The committee plans to host a screening of the DAS webinar "Standards for Digital Archives" on Sunday, March 1. So far, 17 or 18 people have registered.
The committee is also keeping track of individuals who plan to sit for the final DAS examination. So far about 10 people have responded.
Arrangement and Description of Electronic Records parts I and II will be offered on March 30 and 31.
 - e. Holiday Social (Kapena)
Nothing to report.
 - f. Site Visits (Malia)

A tour of the Masonic temple and lodge in Makiki is being planned for sometime after March.

- g. Website/PR (Monika)
Andrew Wertheimer's AHA website is still up.
Monika posted the repository spotlight for January. The featured repository was the Lahaina Restoration Foundation.
Two students will post reflections on the 2015 annual meeting. These will serve as the repository spotlight for February.
- 5. PARBICA (Kapena)
Nothing to report.
- 6. SAA-STUDENT CHAPTER
No representative present.
- 7. NEW BUSINESS
 - a. Malia and Gina drafted a poll about AHA's elections process. The board reviewed and revised it.
 - b. Gina will send the president's report to the board for review in advance of the 2015 annual meeting.
 - c. Dawn will take minutes at the annual meeting.
- 8. ANNOUNCEMENTS
None.
- 9. NEXT MEETING. TBD.
- 11. ADJOURNMENT. The meeting was adjourned at 4:27 p.m.

Respectfully submitted,
Dawn Sueoka, Secretary