



*I ulu no ka lāla I ke kumu*

The branches grow because of the trunk.

*Without our ancestors we would not be here.*

**ASSOCIATION OF HAWAI'I ARCHIVISTS**  
Minutes of Board Meeting, August 13<sup>th</sup>, 2015  
Hawai'i State Archives

**Present:** Malia Van Heukelem, Kapena Shim, Jill Sommer, Linda Hee, Ju Sun Yi, Annie Thomas, Keau George, and Kepā Maly.

- I. **CALL TO ORDER.** The meeting was called to order at 4:09 p.m. by President Malia Van Heukelem.
- II. **MINUTES.** (Jill) Minutes from the July 9<sup>th</sup>, 2015 board meeting were approved as circulated.
- III. **TREASURER'S REPORT.** (Kapena)  
Monthly report: The ending cash balance for the period of July 10<sup>th</sup> – August 13<sup>th</sup>, 2015 is \$13,856.65. We had an income of \$342.00, which included thirteen memberships, a donation, and the DAS Webinar. Expenses totaled \$161.50 and included reimbursement for the DAS webinar and the service fee. Kapena will verify the current member tally for the next board meeting.
- IV. **COMMITTEE REPORTS.**
  - a. **AHA Archives** (Ju Sun) Ju Sun will approach UHM MLISc students, likely the archives class, when the Fall session begins; and she will have more to report in September.
  - b. **Community Service** (Keau)
    - 1) **Speakers:** NHIL has solidified presenters for the Community Archival Workday. Helen Wong Smith will be covering the physical care of photographs, and Kara Plamann Wagoner will be covering digitization.
    - 2) **Lunch:** NHIL will provide refreshments and lunch for everyone that participates. NHIL requested permission to purchase groceries and supplies and submit to AHA for reimbursement; the Board will allow up to a \$200 repayment.
    - 3) NHIL is working on a flyer that will first be distributed to the QLCC community, Civic Clubs, WCC, and Hawaiian Studies students. The flyer can later be posted to Facebook and shared with wider audiences, including the AHA listserv.
    - 4) Ju Sun offered archival supplies, donated by Hollinger Metal Edge, to use for the workshop.

c. **Conference** (Annie)

- 1) Venue: Even though Jan Sung is leaving, the WCC Library will still be sponsoring the event.
- 2) Lunch: Kapena will follow-up with Da Spot as a back-up.
- 3) Speakers: Malia began contacting possible speakers for the Rights & Reproductions session and plans to have Matt Kester, DeSoto Brown, and Barbara Pope present various perspectives on the issues.

d. **Education** (Ju Sun and Malia)

- 1) Ju Sun will send out a reminder for the ACA study group and is willing to share study materials with future exam takers.
- 2) Malia wrote to SAA to secure a proctor for the DAS Exam on November 10<sup>th</sup>. Registration will start in September, and SAA will notify AHA when it opens.

e. **Holiday Social** (Linda)

Linda calculated the Natsunoya lunch to be about \$32/person. Board members recommended using Eventbrite or e-mail for participants to register and then collect money at the door.

f. **Site Visits/Tours** (Jill)

All 23 registered attendees were present for the NOAA Inouye Regional Center (IRC) tour on Ford Island on July 28<sup>th</sup>, and base access went smoothly. NOAA supplied five speakers and one support staff member. The visit included science demonstrations, historical building information, a tour of the Pacific Island Fisheries Science Center (PIFSC) Library, a tour of the International Tsunami Information Center library, and a presentation from a PIFSC biologist. Feedback from AHA participants and NOAA staff was excellent. The NOAA staff extended their appreciation for the leis and goodie bags.

g. **Website/Public Relations** (Jill)

- 1) Linda wrote an article on the NOAA IRC tour for the August spotlight, and Keau published it to the blog. Kepā will work on an article for the September spotlight, and submit to Malia.
- 2) Jill renewed the domain name with private domain registration for \$28.16 and changed over the login information to the AHA Gmail account.

V. **SAA-Student Chapter.** No SAA-SC Board representative was able to attend.

VI. **OLD BUSINESS.**

Membership Roster: The directory was distributed to members as a PDF. Next year, Dore will work with a Board member to update the listing. Malia culled 91 expired members on July 16<sup>th</sup>; however, several members were added back when their membership renewals were received.

VII. **NEW BUSINESS.** None

VIII. **ANNOUNCEMENTS.**

- a. Malia completed the AHA annual business filing and sent to the Secretary.
- b. The Hawai'i Pacific Chapter Special Libraries Association invited AHA members to a panel "Ahead of the Curve: the Future of Libraries and Archives" on August 28<sup>th</sup>.
- c. There is a preservation workshop in November open to students/Hawaiian museum employees at Kalaupapa National Historical Park with Harpers Ferry Center. Participants will learn preventative care and remedial conservation techniques for archival collections and wooden artifacts.

IX. **NEXT MEETING.** Thursday, September 10<sup>th</sup> at 4:00 p.m.

X. **ADJOURNMENT.** The meeting was adjourned at 4:55 p.m.

Respectfully submitted,  
Jill Sommer, Secretary