

ASSOCIATION OF HAWAII ARCHIVISTS
Minutes of Board Meeting, February 12, 2014
Hawaii State Archives

Present: Mary Louise Haraguchi, Eleanor Kleiber, Janel Quirante, Dainan Skeem, Dawn Sueoka, Monika Talaroc, Georgina Tom, Gina Vergara-Bautista
Guests: Charise Michelsen, Storm Stoker, SAA-SC

1. CALL TO ORDER. Dainan called the meeting to order at 4:00 p.m.
2. MINUTES (Janel). Minutes from the January 8, 2014 Board Meeting were approved as corrected.
3. TREASURER'S REPORT (Eleanor)
Monthly Report
The ending cash balance for the period of Jan 8 – Feb 12, 2014 is \$8,978.30. We had an income of \$2,883.50 and expenses of \$2,521.98. As of Feb 12, 2014 there are 45 current members.
4. COMMITTEE REPORTS
 - a. AHA 2014 Conference / Meeting (Gina)
The Committee reported on the final counts and preparations for the conference. There are 66 people registered for the conference, which has increased the food costs by \$502. The Keynote Speaker has been changed to Randy Baldemor, the State of Hawaii Deputy Chief Information Officer for Business Transformation and soon to be the State of Hawaii Director of Strategic Initiatives. The Board discussed the registration fee structure and proposed that the 2015 Board consider a Student/Retiree rate for next year's Annual Meeting. The Board assigned conference day responsibilities including:
Master of Ceremonies: Dainan
Timer: Dawn
Registration, leis, parking validation: Georgina, Janel, Eleanor, Mary Louise
Name Tags and Printing: Gina
Technical Support: Monika
Lei Presenters (Keynote and Agnes Conrad Award): Dainan and Georgina
 - b. Education (Dawn)
The first SAA DAS certification webinar, Basics of Managing Electronic Records: Getting You Started, is scheduled for Feb. 20, 2014 in Hamilton Library's Yap Room. 18 people have RSVP'ed. Currently there are 40 people who have expressed interest in completing their DAS certification through the AHA-sponsored workshops.
5. OLD BUSINESS
 - a. 5th Edition Directory of Repositories in Hawaii (Janel)
The Committee completed work on the Directory, which includes 53 listings of repositories. The address information from the Directory will be used by the Hawaii State Civil Defense and the Pacific Disaster Center to map the locations of all archives to help identify sites that would require assistance in case of disaster.
6. NEW BUSINESS
 - a. SAA-SC Wine Social on April 4, 2014

Storm Stoker distributed a promotional flyer for this event, which will allow LIS students to meet and network with archival professionals. It is scheduled for Apr. 4, 2014 in the Hamilton Library Dining Room.

- b. Hawaii Digital Newspaper Project
This 5-year project is coming to a close. The Board proposed that the incoming Board consider co-sponsoring a symposium to commemorate the completion of this project
- 7. ANNOUNCEMENTS
SAA-SC student members are available for an archival service project. Charise Michelson asked to be contacted with any potential service projects.
- 8. NEXT MEETING
Saturday February 15, 2014 Manoa Grand Ballroom at the Japanese Cultural Center of Hawai'i
- 9. ADJOURN. The meeting was adjourned at 5:25 p.m.

Respectfully submitted,
Janel Quirante, Secretary