



I ulu no ka lala I ke kumu
The branches grow because of the trunk.
Without our ancestors we would not be here.

ASSOCIATION OF HAWAII ARCHIVISTS
Minutes of Board Meeting, January 12th, 2017
Hawaii State Archives

Present: Annie Thomas, Eleanor Kleiber (recorder), Ju Sun Yi, Kanako Iwase, Linda Hee, Keau George, and Kapena Shim

- I. **CALL TO ORDER.** The meeting was called to order at 4:06 p.m. by President Annie Thomas.
- II. **MINUTES.**
 - A. Minutes from the December 15, 2016 board meeting were approved.
- III. **TREASURER'S REPORT.**
 - A. Income: \$1,142.00
 - B. Expenses: \$215.28
 - C. Ending Balance: \$16,511.75
- IV. **COMMITTEE REPORTS.**
 - A. Annual Meeting/Conference (Kapena)
 - Online registration form is up and functioning.
 - All the speaker panels are set.
 - Attendee list: finalize on February 5th, and send it out via email rather than printing and adding to the packet.
 - Received a request for poster sessions but the space isn't optimal for that style of sharing. Consider for next year.
 - Will provide Belfor and Hollinger a display table each.
 - AHA agrees to pay the registration fee for all members of the SAA-SC board.
 - President's report: All board members can add details directly to the shared doc.
 - Business meeting: Eleanor will introduce the 2016 annual meeting minutes (available online) and Ju Sun will finalize and introduce the 2016 treasurer's report.

- Helen Wong Smith has been asked to report on SAA, but if she is unable, we could also ask Asako Shiba.
 - Scholarship proposal: introduce it before the election. Send it out to the membership before the meeting and have a 1-page summary in the meeting packet.
- B. Website/Social Media (Kapena)
- Kapena updated the website so that the registration page is parallel to the membership page. The process requires using his work gmail account. He will submit the workflow to the board for use next year and Kapena offered to do the tasks that require his email.
- V. SAA-Student Chapter.
- Kelsey Hara is the new president of the SAA-SC.
 - They will have a monthly service project starting in February with the Consuelo Foundation with Nicki Garces.
 - They will assist with registration the 2017 AHA annual meeting.
 - They have two brown-bags planned: one probably in April about Oral Exam Prep, and another about e-portfolios.
- VI. OLD BUSINESS.
- A. AHA Scholarship / Endowment Fund
- Modified the terms to be more general: open to LIS students (don't have to be at UHM) and early career archivists (up to 5 years post-graduation).
 - ACTION: sub-committee will finalize report
 - ACTION: Kapena will inform Malina's sister of the plan and get feedback from the family.
- VII. NEW BUSINESS
- A. NHIL HH representative on AHA?
- Decided not necessary at this time.
- VIII. Announcements
- A. Kazuko Hioki started as the new Preservation Librarian, and Margaret Joyce started as the new Hawaii materials cataloger, both at UHM.
- IX. NEXT MEETING.
- A. Thursday February 9th, 2017 at 4:00pm
- X. ADJOURNMENT. The meeting was adjourned at 5:00 p.m.

Respectfully submitted,

Eleanor Kleiber, Secretary