



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 HAWAI‘I ARCHIVISTS

Minutes of Board Meeting, May 18, 2017

Hawai‘i State Archives

Present: Eleanor Kleiber, Ju Sun Yi, Keau George, Storm Stoker, Asako Shiba, Kīna‘u McKeague, Nicki Garces (recorder), Joy Holland (on the phone)

Guests: Ellen Cachola and Casie Azuma (SAA Student Chapter President & Secretary, respectively)

I. **CALL TO ORDER.** The meeting was called to order at 4:05 p.m. by President Eleanor Kleiber.

II. **MINUTES.**

A. Minutes from the April 26, 2017 board meeting were approved as circulated.

III. **TREASURER’S REPORT & MEMBERSHIP (Ju Sun)**

A. Income: \$190.00

B. Expenses: \$17.44

C. Ending Balance: \$17,378.33

1. Membership renewals-12

2. Donations- \$10.00

3. Expenses include PayPal and domain fee

4. Need to improve renewal procedures as some members who received membership renewal reminders said they already renewed. Others paid additional, thus were credited for their 2018 membership dues.

IV. **COMMITTEE REPORTS.**

A. Annual Meeting/Conference (Keau)

1. Date selected: February 17-18, 2018

2. Survey results: 24 responses, 60% said yes to having the 2018 AHA Annual Meeting on a neighbor island

a) Last time Maui hosted AHA Annual Meeting was in 1997

b) AHA Board unanimously voted for the 2018 Annual Meeting to be held on Maui

3. Keau did research such as airfare quotes and Maui AHA members to assist with “on the ground” logistics. See “2018 Annual Meeting-Brainstorming” document in the AHA shared folder.
 - a) ACTION: AHA Board to brainstorm on theme, site visit day, and venue (Maui Community College or hotel)
 - b) ACTION: Keau will email Kapena Shim on sponsorship
- B. Community Service (Kīna‘u): Nothing new to report
- C. Education (Asako)
 1. ACTION: Asako will draft a separate survey for members seeking continuing education courses in DAS and Arrangement and Description
- D. Holiday Social (Storm)
 1. ACTION: AHA Board to provide venue suggestions; Storm to follow through
- E. Site Visits/Tours (Nicki)
 1. Site visit to Hawaii’s Plantation Village will be on Monday, Kamehameha Day, June 12, 2017 from 10 a.m. - 11:30 a.m. Aside from the regular tour, Nicki requested for presentation on the Village’s archives and institutional history. There are 2 more seats available; 23 members have RSVP’d.
 2. Looking for a Waipahu restaurant for members to socialize.
- F. Website/Social Media (Storm)
 1. Storm updated all pages that were out of date such as the Board of Directors and added the approved meeting minutes as well as a tab for the 2018 Annual Meeting. Individuals have agreed to write pieces.
- G. Neighbor Island outreach (Joy)
 1. Joy presented several ideas:
 - a) Fly a professional to a neighbor island to speak on a topic—Example integrated pest management on Kauai
 - b) Brown Bag on *Unique Challenges that Neighbor Island Archivists/Collections Professionals Have*. Include a dialogue with UH and Honolulu archivists re: our collective desire to serve all of Hawai‘i, room for collaboration, mutually beneficial ways to achieve this, communication.
 - c) Some AHA members fly in a day prior to the 2018 Annual Meeting and do a service project for an archive or repository on Maui.
 - d) Include an all neighbor island panel at the 2018 AHA conference
 2. ACTION: Each committee think over the ideas as there may be some overlapping in duties. Will resume discussion at the next meeting.
- H. Scholarship (Eleanor): Nothing new to report

V. **SAA-Student Chapter** (Ellen Cachola)

- A. The newly elected student board consists of Ellen Cachola- president, Casie Azuma- secretary and Brandon Ito- treasurer. The vice president position is still vacant.
- B. The student board wants to continue with site partnerships and connect with various institutions. Will look into asking the AHA membership for professionals who are interested in collaborating with them. Looking into activating the LIS student body as not many in the new cohort are interested in the archives track. They will have a meeting to plan for the 2017-2018 school year and will add AHA events to their calendar.

VI. **OLD BUSINESS.**

- A. Directory (2014) revision
 - 1. ACTION: Eleanor will ask Dore Minatodani, compiler of current directory, on how to revise it.

VII. **NEW BUSINESS.**

- A. V-Cube: Eleanor received an email from the company to film Board meetings and have them available online. Board agreed to have Eleanor formally decline.
- B. HLA/AHSL Round Table: the HLA/AHSL Conference Planning Committee asked if AHA is interested in participating. The AHA Board discussed and wants to know what specific topic(s) the round table session will cover.
 - 1. ACTION: Eleanor will reply.
- C. Pacific Regional Branch of the International Council on Archives (PARBICA) membership: PARBICA is one of the regional branches of the International Council on Archives (ICA). Membership dues for PARBICA only is based on gross income of the professional association; costlier if we also become ICA members. This is one of the few archival organizations that focus on the Pacific where Hawai'i is a major participant. Board approved to be a member of PARBICA only.

VIII. **ANNOUNCEMENTS.**

- A. Hula Preservation Society put up its first set of photos on its hula database.
- B. Art archivist for the Charlot Collection at UH Hamilton Library is still in process.
- C. A part-time archivist position at Kamehameha Schools has opened up.

IX. **NEXT MEETING:** Thursday, June 22, 2017

X. **ADJOURNMENT.** The meeting was adjourned at 5:11 p.m.

Respectfully submitted,
Nicki Garces, Secretary