



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, November 15, 2017
Hawai'i State Archives

Present: Eleanor Kleiber (president), Ju Sun Yi, Keau George, Storm Stoker, Nicki Garces (recorder), Kīna'u McKeague, and Gailyn Bopp and Joy Holland (via Skype)

Guests: Ellen Cachola (SAAsc UHM president)

- I. **CALL TO ORDER.** The meeting was called to order at 4:02 p.m. by President Eleanor Kleiber.

- II. **MINUTES.**
 - A. Minutes from the October 18, 2017 board meeting were approved as circulated. Amendments to the Treasurer's Report in the minutes of the August through October AHA Board meetings were approved.

- III. **TREASURER'S REPORT.**
 - A. Income: \$40.00
 - B. Expenses: \$72.84
 - C. Ending Balance: \$17,690.45
 1. Membership: 2 new members

- IV. **COMMITTEE REPORTS.**
 - A. Annual Meeting/Conference (Keau)
 1. Registration announcement will be done by Monday, November 20th. Keau and Joy need to finalize budget items, especially neighbor island activities. Will configure website to host PayPal for easy payment.
 2. Currently drafting a call for proposals. Two proposals were received. Eleanor and Gailyn volunteered to work on logistics for the two panels: "Archival Ethics" and "Archives in the Digital Deal." Joy is taking care of the panel "Changing the Center: Archives on the Neighbor Islands."
 3. Storm will work on the Annual Meeting lunch.
 4. Eleanor will be Skyped in during the business meeting.

5. ACTION: Ju Sun, Eleanor and Nicki will do the change of names on the bank card in December. This is to receive the reserved rental vans for the weekend.
 6. Maui Kumu Hula Sissy Lake, Kapono Ai Molitau and Ku'ulei Reyes may possibly open the conference and welcome AHA members.
- B. Community Service (Kīna'u)
1. Professional Genealogist Ami Mulligan and Researcher Sarah Tamashiro will lead the genealogy workshop II at UHM Hamilton Library Room 306 on Saturday, January 13, 2018 from 10 a.m. - 5 p.m. They will focus on overcoming challenges and barriers in genealogy research. Seating is limited to 40 people.
 2. ACTION: Kīna'u and Nicki will send out the flyer with registration info before Thanksgiving, November 23rd.
- C. Education (Eleanor)
1. The last DAS webinar of the year, "Digital Records: The Next Steps," was held on November 12th. Eight people attended, which, covered the cost of the webinar.
 2. The committee is getting ready for the in-person workshop, "Arrangement and Description: The Fundamentals," in the spring.
- D. Holiday Social (Storm & Ellen)
1. An order for 25 people was made to A Catered Experience for 25 people. AHA members still can RSVP by November 27. The caterer will accept changes to the order several days before the event. Attendees who requested vegetarian meals will receive bento boxes. The rest of the food will be in trays. Dessert will be salad and fruit. A few bottles of wine will also be served.
 - a) ACTION: Strom will sign the contract with A Catered Experience.
 2. Ellen went over the party schedule from set up to take down. The game will be Fashion Elf. There will be four judges, 2 from the AHA board and 2 from the SAAsc UHM board. Prizes will be from Barnes & Noble.
 3. ACTION: Ellen will put out a call for nominations to the AHA listserv for the Lei Lau Kukui Award.
 4. Kīna'u and Gailyn will be MCs.
 5. ACTION: Eleanor, Storm, Ju Sun and Ellen will do a walk through at the First Unitarian Church.
- E. Site Visits/Tours (Nicki)
1. A site visit has been confirmed on Friday, January 19, 2018 from 3:30 p.m. to 5 p.m. at the Honolulu Museum of Art. The tour will be on the

Abstract Expressionists exhibit and include a stopover of the museum's holdings relating to the exhibit. Capped at 12 attendees.

- a) ACTION: Nicki will send out information to the AHA listserv in mid-December.

F. Website/Social Media (Storm)

1. The website banner needs to change as the Hawaiian citation is not quite right and there is no credit. The banner is part of the permanent template and need to use Photo Shop. Storm will work on it.
2. ACTION: Nicki will notify Storm of the revised minutes from August out.

G. Neighbor Island outreach (Joy)

1. The Hawai'i Council for the Humanities (HCH) is working on an estimated budget, which includes the Annual Meeting. Joy has informed HCH about AHA's early election to bring in the next AHA neighbor island representative, which HCH will continue working with. HCH is still thinking of doing a talk story session with AHA later in 2018. They will send a draft to AHA.
2. Joy is still drafting a survey for Hawai'i lone arrangers and neighbor island collections specialists to complete.

H. Scholarship (Eleanor)

1. AHA members will vote about the scholarship at the Business Meeting.

V. SAA-Student Chapter (Ellen)

- A. SAAsc will do a DeTour at Maunawili with Aiko Yamashiro on Saturday, December 2nd.
- B. LIS graduate dinner will be held at the end of the semester. Some SAAsc members will be graduating this semester.
- C. SAAsc Board nominations going on now so that the elected officers will be able to shadow in the spring and take over in the fall.

VI. OLD BUSINESS.

- A. PARBICA + ICA membership (Eleanor)
 1. Dues for both memberships are paid.
- B. Nominations for AHA Board-status update (Eleanor)
 1. The slate of nominations will be announced via email to AHA members on December 1st.

VII. NEW BUSINESS. --none

VIII. ANNOUNCEMENTS.

A. Malia Van Heukelem is the new curator for the Jean Charlot Collection at the University of Hawai'i Hamilton Library.

IX. **NEXT MEETING.** Wednesday, December 20th, 2017.

X. **ADJOURNMENT.** The meeting was adjourned at 4:59 p.m.

Respectfully submitted,

Nicki Garces, Secretary