



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, December 20, 2017
Hawai'i State Archives

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

Guests: none

- I. **CALL TO ORDER.** The meeting was called to order at 4:11 p.m. by President Eleanor Kleiber.
- II. **MINUTES.**
 - A. Minutes from the November 15, 2017 board meeting were approved as circulated.
- III. **TREASURER'S REPORT & MEMBERSHIP.**
 - A. Income: \$1,490.00
 - B. Expenses: \$1,541.79
 - C. Ending Balance: \$17,638.66
 - a. Membership: 7 renewals members
 - D. The Board clarified that membership covers the calendar year from January to December.
 - a. **ACTION:** Joy and Storm will mention this on the website in the membership section. Members can notify AHA if they want to apply their dues to a different calendar year.
- IV. **COMMITTEE REPORTS.**
 - A. Annual Meeting/Conference (Keau submitted a written report)
 1. Eleanor created an annual membership meeting agenda
 2. **ACTION:** Annual Meeting Committee need to double check if UH Maui College has the capacity for Skype or teleconference
 - a) Eleanor will be unable to attend the meeting

- b) Ju Sun will substitute for Eleanor to lead the meeting if UH Maui College doesn't have the technical capacity
- c) Eleanor will introduce a budget proposal that will include the scholarship

B. Community Service (Kīna'u)

- 1. Thirty-two (32) people registered for the community genealogy workshop II on January 13, 2018.
- 2. ACTION: Kīna'u will work on the lunch.
- 3. UHM Congressional Papers Archivist Rachael Bussert agreed to be the substitute point contact person for Hamilton Library if Eleanor is unable to be at the workshop.

C. Education (Eleanor)

- 1. Eleanor, Gailyn and Nicki met on December 20th to plan for an in-person DAS-A&D workshop in March. Nicki and Gailyn will continue planning the workshop.
- 2. Eleanor or Rachael Bussert will make reservations at the East-West Center for the instructor's lodging.

D. Holiday Social (Ju Sun)

- 1. The Holiday Social was held on December 3rd and it was a success!
- 2. THE SAA-Student Chapter awarded Eleanor, Joy and Malia Van Heukelem the Lei Lau Kukui Award for their contributions in archival education and mentorship.
 - a) Storm gave Joy her Lei Lau Kukui Award. Joy said she was humbled. She wished she knew before-hand so she can fly in to accept the award in person, as it is the greatest honor to be recognized by the students.

E. Site Visits/Tours (Nicki)

- 1. Fifteen (15) AHA members signed up for the Honolulu Museum of Art site visit. Two people are on the waitlist. Nicki is also working on a fellowship dinner for the attendees after the site visit.

F. Website/Social Media (Joy)

- 1. The committee will be pushing for the AHA Annual Meeting registration on the website and social media.

G. Neighbor Island outreach (Joy)

- 1. Ju Sun is reviewing the draft contract submitted by Hawai'i Council for the Humanities.

H. Scholarship (Eleanor)

- 1. Eleanor drafted a budget slide presentation and budget documentation to justify how the Board wants to use AHA money. She reviewed the

proposals: 1) define a baseline of savings; 2) propose budgets for each committee; 3) award annual scholarship of \$1,000/year (when possible); 4) Commit to ICA and PARBICA membership and 5) modestly increase membership fee.

2. The budget presentation and documentation will need to be sent out to the listserv prior to the annual meeting as not many attend the annual meeting when its held on a neighbor island.
3. The Board suggested to keep the institution fee instead of proposing a membership vote to remove it from the bylaws. Institutions get recognition for being members.
4. ACTION: Eleanor will finish the report and submit for BOARD approval.

V. SAA-Student Chapter. (no report)

VI. OLD BUSINESS. - None

VII. NEW BUSINESS. - None

VIII. ANNOUNCEMENTS. - None

IX. NEXT MEETING. Wednesday, January 17, 2018 at UH Hamilton Library Yap Room.

X. ADJOURNMENT. The meeting was adjourned at 5:25 p.m.

Respectfully submitted,

Nicki Garces, Secretary