



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, April 17, 2018

Hawai'i State Archives

Present: Ju Sun Yi (president), Nicki Garces (recorder), Storm Stoker, Gailyn Bopp, Jenny Leung, Rachael Bussert, and KĪna'u McKeague and Mina Elison (via Skype)

Guests: none

- I. **CALL TO ORDER.** The meeting was called to order at 4:05 p.m. by President Ju Sun Yi.
- II. **MINUTES.**
 - A. Minutes from the March 15, 2018 board meeting were approved as circulated.
- III. **TREASURER'S REPORT.** (revised)
 - A. Income: \$248.84
 - B. Expenses: \$21.98
 - C. Ending Balance: \$17,656.37
 1. Income includes Annual Meeting Sponsorship from Hawai'i Council for the Humanities, membership dues, and payments for the April DAS webinar
 2. Expenses include bank, PayPal and domain mapping fees
 3. Membership: 1 new institutional and 1 new student
- IV. **COMMITTEE REPORTS.**
 - A. Annual Meeting/Conference (Gailyn)
 1. The committee had email discussions re: the theme and venue. It decided to continue with tradition and call next year's conference the "30th anniversary of the AHA Annual Meeting."
 2. Possibility of a holoholo day on O'ahu: it would tie to the theme and selected site visits would be location specific, i.e., Windward side, North Shore, etc.
 3. The committee is drafting a survey for members to partake.
 - B. Community Service (KĪna'u)

1. Kīnaʻu has been in contact with Sarah Tamashiro, who was a facilitator at the second AHA genealogy workshop in January. A possible community service project would be to help the Hawaiʻi Chinese History Center assess its collection, update its 30-year old finding aid, and provide consultation.

- a) ACTION: Community Service Committee to meet with Sarah and have a preliminary site visit to the Center by the end of April.

C. Education (Nicki)

1. Thirteen (13) members registered and 11 attended the DAS and A&D webinar “Metadata Overview for Archivists” on 04/08 at the UH Hamilton Yap Room.
2. Promoting DAS in-person workshop “Appraisal of Digital Records” (06/27). Registration is on the SAA website. Early bird deadline is 05/28.
3. The committee followed up with SAA Education on remote access to webinars for AHA members. SAA Education mentioned that group rates were discontinued and will invoice interested members a 10% discount to the actual webinar price (thus, each interested member would be charged \$98.10 instead of \$109). The committee decided to continue with webinar viewings and look at other alternatives to reach out to interested neighbor island members.
4. ACTION: complete a survey on continuing education for AHA members

D. Holiday Social (Storm)

1. Storm put out a request to the Board for catering companies and venues. Kapiolani Community College’s Kaʻikena Restaurant was mentioned as it does not add tax and alcohol is allowed.

E. Site Visits/Tours (Jenny)

1. The committee brainstormed a list of 12 sites in which members will be able to choose via survey. A site visit list is in the Google Drive AHA Folder as reference of repositories already visited.

F. Website/Social Media (Rachael)

1. The committee met and came up with the following:
 - a) For the website, solicit people to blog an interesting item in a repository for “Mysteries at the Archives” section.
 - b) Work with SAAsc in the fall to have graduate students post articles on their summer internship experiences.
 - c) Possibly use another social media format such as Instagram.

G. Neighbor Island outreach (Mina)

1. By the next meeting, have a draft survey completed to collect information on interests and challenges of neighbor island collection specialists.
 2. Mina is preparing to meet with Hawai'i Council for the Humanities to brainstorm ideas for the next collaborative event.
- V. **SAA-Student Chapter.** (no report)
- A. SAAsc President Ellen Cachola will solicit another member to attend the AHA Board meetings as her Tuesday schedule is tied up. AHA reaffirmed its support for SAAsc involvement and collaboration.
- VI. **OLD BUSINESS.**
- A. Update on Membership Directory (Ju Sun)
 1. Ju Sun has not received an update from Dore Minatodani.
- VII. **NEW BUSINESS.**
- A. Donation to Pacific Librarianship Conference (to be held May 1-3, 2018 at UHM)
 1. The conference committee sent an email out to AHA for donations to include in the conference packet. AHA Board agreed to send copies of a finalized AHA brochure.
 2. The Board decided to remove the proverb from the logo as questions arose re: crediting Bishop Museum for the Mary Pukui translation.
 3. ACTION: KĪna‘u to send most current draft of the AHA Brochure to Ju Sun.
- VIII. **ANNOUNCEMENTS.**
- A. UH Archives exhibit in the Hamilton Library Bridge Gallery: A Time of Great Testing: Senator Daniel K. Inouye and the Democratic National Convention of 1968; showcasing materials from the Congressional Papers Collection on said convention in which Senator Inouye was the keynote speaker. Reception will be on Sunday, April 22nd at 2 p.m. and will include a gallery tour, UH Archives tour and a panel session. Exhibit will be on display until June 30th, 2018.
- IX. **NEXT MEETING.** May 15, 2018 (Tuesday at 4 p.m.)
- X. **ADJOURNMENT.** The meeting was adjourned at 5:07 p.m.

Respectfully submitted,

Nicki Garces, Secretary