



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, August 21, 2018
Hawai‘i State Archives

Present: Ju Sun Yi (president), Nicki Garces (recorder), Kīna‘u McKeague, Storm Stoker; Gailyn Bopp and Mina Elison via phone conference

- I. **CALL TO ORDER.** The meeting was called to order at 4:03 p.m. by President Ju Sun Yi.
- II. **MINUTES.** (Nicki)
 - A. Minutes from the June 19, 2018 board meeting were approved as circulated.
 - B. A summary of the Treasurer’s and committees’ reports in lieu of a meeting for July was approved as circulated.
- III. **TREASURER’S REPORT & MEMBERSHIP.** (Ju Sun)
 - A. Income: \$40.00
 - B. Expenses: \$39.28
 - C. Ending balance: \$17,224.07
 1. Membership dues included 2 personal renewals
 2. Expenses included PayPal, Business Registration, website, and bank service fees
- IV. **COMMITTEE REPORTS.**
 - A. Annual Meeting/Conference (Gailyn)
 1. The Committee proposed a new theme as the upcoming Ho‘okele Symposium is using the current 2019 AHA Annual Meeting theme. "Preserving Collections, Ensuring Access - Celebrating 30 Years of AHA" as the new theme was approved by the Board.
 2. The Call for Proposals announcement draft was passed and approved by the Board. The Committee will use Busyconf.com to collect proposals.
 3. The Committee is looking at other venues for a pre-conference get-together as the UH LIS Program may not be able to sponsor.
 4. Accommodations are at East West Center’s Lincoln Hall. The vans will be from UH via the UH LIS Program.

5. The Committee is looking into a Polynesian Cultural Center visit which includes discounted entry fee.
- B. Community Service (Kīna‘u)
1. ACTION: Announcement and registration for the 09/22/2018 Handling and Care Workshop on Textiles, Barkcloth and Featherwork by Linda Hee will go out tomorrow. Honorarium will be free membership for 2019.
- C. Education (Nicki)
1. Education Committee continues to work with the Community Service Committee on the Handling and Care Workshop series.
 2. An email went out to AHA members who are pursuing or working towards recertification for DAS. Their responses would help with coordinating DAS courses. Still awaiting more responses. Looking to have webinars in October and/or November. The Board suggested to put a call out to have a January 2019 DAS workshop.
- D. Holiday Social (Storm)
1. Nicki looked into Ka Waiwai Collective on University Avenue as a possible venue. The afternoon of 12/08 is held for the Holiday Social. Rental costs is \$1000. They only allow catering from partner vendors, which would be around \$18-30/person. To cover both the rental fees and catering, AHA may have to charge about \$55/person if 40 attendees rsvp’d.
 2. Storm has booked the Executive Dining Room at UH Campus Center for free (via UH LIS Program) as a backup venue on 12/08. There is Sodexo for catering (\$35/person). Outside catering is possible, with a small fee to Campus Center. Parking will be \$6.
 3. Storm is looking at other venues.
 - a) ACTION: The Board will vote next month for a venue.
- E. Site Visits/Tours (Kīna‘u)
1. The visit to UH Hamilton Jean Charlot Collection, and the Preservation and Archives and Manuscripts Departments on 07/20 was a hit! The visit was sold out and there were two groups. Pau hana was at Pint & Jigger.
 2. So far, 14 people signed up for the Bishop Museum Archaeology and Ethnology Collections visit on 09/21 at 2 p.m.
- F. Website/Social Media (Rachael)
1. The website and Facebook page are continually updated with information about AHA’s continuing education events.
 2. Mina Ellison was granted Administrator status for the Facebook page so that she could more easily post about educational opportunities and other items relevant to Neighbor Island members.

3. Options for recording and posting the upcoming fall Handling and Care workshops online were in discussion with the Education Committee and Community Service Committee.
- G. Neighbor Island outreach (Mina)
1. The Presentation at the North Hawaii Education and Research Center with Dr. Momi Naughton on 08/25/2018 has reached capacity with 20 reservations.
 - a) Dr. Naughton agreed to have her presentation recorded and available on AHA's YouTube Channel. The Board reviewed the draft media release form as the presentation is coming up the pike. Ju Sun suggested to include Hawai'i Museum Association (HMA) and Kona Historical Society (KHS) on the release form as they are partners to the event.
 2. Mina and Ju Sun will meet with Bob Buss of Hawai'i Council for the Humanities (HCH) on 08/23/2018 to discuss the next collaborative neighbor island event. Some possible ideas are: holding a preservation workshop on Maui, provide sponsorships for neighbor island members to attend the 2019 AHA Annual Meeting, and promote participation for October as Archives Month across the islands.
- V. SAA-Student Chapter. -- No representative present as this was the first week of school.
- VI. OLD BUSINESS.
- A. ICA/PABRICA -- renewal on hold until annual business meeting. Ju Sun will be presenting the pros and cons on being members.
 - B. Scholarship: ACTION: Ju Sun to review 2018 business meeting minutes on how to move forward with the scholarship fund.
- VII. NEW BUSINESS.
- A. Model release forms -- The Board approved of the draft. The first event to use the AHA model release form is the 08/25 Dr. Momi Naughton presentation at the North Hawaii Education and Research Center. Ju Sun also suggested to include video recording announcements at big events to notify the audience.
 - B. Archives Month Proclamation -- Deadline August 31, 2018
 1. Storm volunteered to draft this year's proclamation. The text should be similar to past proclamations.
 - a) ACTION: Ju Sun to submit to the Board the 2016 and 2017 proclamations.

- b) Another proclamation could be done for February 2019 to proclaim it as AHA Month in honor of AHA's 30th anniversary.

VIII. ANNOUNCEMENTS.

- A. Storm will be a guest speaker on the Read It and Weep podcast on Brown Pocket Radio this Sunday, 08/26, on the topic of anthropodermic bibliopeggy (books bound by human skin).
- B. Nicki and other AHA members attended the SAA Annual Meeting in Washington, D.C. One of the biggest announcements is that SAA Council finally approved of the Native American protocols, which deals with indigenous materials. A follow up on SAA Lone Arrangers Section's "Archivists to the Rescue," is a pilot project to have training workshops on various topics for solo archivists. The workshops will first be taught in New Jersey. This is similar to AHA's Handling and Care Workshop series.

IX. NEXT MEETING. Tuesday, September 18, 2018 @ 4 p.m.

X. ADJOURNMENT. The meeting was adjourned at 5:12 p.m.

Respectfully submitted,

Nicki Garces, Secretary