

**I ulu no ka lālā i ke kumu.**

*The branches grow because of the trunk.*

Without our ancestors we would not be here.\*

\*Selection no. 1261 from Mary Kawena Pukui's 'Ōlelo No'eau: Hawaiian Proverbs and Poetical Sayings  
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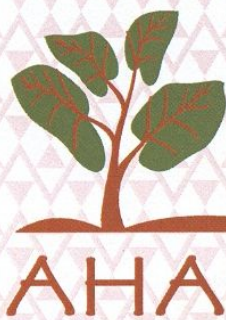
## **ASSOCIATION OF HAWAI'I ARCHIVISTS**

Minutes of Annual Business meeting

Saturday, February 16, 2019

BYU-Hawai'i, Ballroom, La'ie, Hawai'i

- I. **CALL TO ORDER.** The meeting was called to order at 2:35 p.m. by President Ju Sun Yi.
- II. **APPROVAL OF MINUTES** of FEBRUARY 17, 2018 presented by Nicki Garces. The annual business meeting minutes were approved as circulated.
- III. **PRESIDENT'S REPORT.** President Ju Sun Yi reported on AHA's 2018 activities. Details are available in the *2018 President's Report*; the following is a summary.
  - A. **Conference Committee.** (Chair: Gailyn Bopp; Co-Chair: Jennifer Leung; Member: Mina Elison ) Planned and organized the 2019 annual conference which included the annual meeting and a Holoholo Day on O'ahu (February 15, 2019).
  - B. **Community Service Committee.** (Chair: Kīna'u McKeague; Members: Nicki Garces and Storm Stoker) Two workshops were held focusing on the handling and care of collections. The first workshop titled, 'Handling and Care of Textiles, Barkcloth and Feather Work Workshop' was held on September 22, 2018 was conducted by Linda Hee. There were 15 participants. A second workshop titled, 'Introduction to Disaster Planning and Response for Collections,' was conducted by Malia van Heukelem on October 20, 2018. There were 11 participants.
  - C. **Education Committee.** (Co-Chairs: Nicolita Garces; Members: Rachael Bussert) Two DAS webinars were held at Punahou School. The webinars drew 19 participants. Special thanks to Kylee Mar, Punahou School Archivist, who coordinated logistics.
  - D. **Holiday Social Committee.** (Chair: Storm Stoker; Co-Chaired: Kīna'u Mckeague; Member: Gailyn Bopp) The Holiday Social was held at Kapi'olani Community College Tamarind Room. There were 44 participants. The *Lei Lau Kukui Awards*, were presented to Helen Wong Smith, Leilani Dawson, and Noriko Asato.
  - E. **Site Visits/Tours Committee.** (Chair: Jennifer Leung; Members: Kīna'u Mckeague) Two site visits were arranged. The first site visit was to UHM University Archives & Manuscripts, Preservation Department and Jean Charlot Collection. There was 22 participants. The second tour was held at Bishop Museum and the Ethnology & Archaeology Collections were viewed. There was a total of 18 participants.
  - F. **Website/Public Relations.** (Chair Rachael Bussert and Storm Stoker) Storm Stoker finished Rachael's term after her departure. The website and facebook were updated with event notifications and the website banner was corrected. Website:



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<https://hawaiiarchivists.org/> Facebook:

<https://www.facebook.com/Association-of-Hawaii-Archivists-1477200105901436/>

G. **Neighbor Island Outreach** (Chair: Mina Elison) Supported archives and communities on neighbor islands by conducting a survey of current neighbor island members to get a better understanding of their interests and needs. Collaborations among institutions were sought and strengthened. AHA collaborated with Hawai'i Museums Association, Kona Historical Society, and the North Hawaii Education and Research Center on the lecture 'Community Access and Archives.' 25 members attended a tour that followed titled "Waipi'o: A Cultural Kīpuka' (Hawai'i Island). A second lecture, 'From Kapa to Quilts on Kaua'i: Fabrics of Change' was held on Kaua'i.

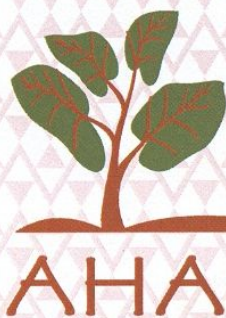
H. **Other Highlights:**

1. *Annual Scholarship.* In 2018, an annual scholarship was approved to be distributed, but it has not yet been awarded. The award has been deferred to 2019-2020.
2. *Board Director.* Rachael Bussert left before end of her term due to a new job placement off island. Since her departure was late into term, a special election was not held.
3. *Social Media.* A YouTube Channel was created to capture AHA events which will increase access to AHA workshops and events.
4. *Publicity.* AHA Brochures were printed and distributed to participants at the Pacific Library Conference held on May 1-3, 2018. This informational flyer was used for publicity and promotion of the association.
5. *Archives Month (October 2018).* Annual proclamation to recognize October as archives month. Storm Stoker drafted and submitted the proclamation which was accepted by the governor's office.

IV. **TREASURER'S REPORT.** President Ju Sun Yi presented the annual revenue and expense report for January-December 2018; it was accepted. The beginning balance was \$17,677.81. Total income was \$5706.84. Total expenses were \$5349.59. The ending balance in the checking account was \$18,035.06.

V. **MEMBERSHIP UPDATE.** President Ju Sun Yi reported membership numbers for 2018-2020. Membership numbers for 2018 included a total of 64 members: 17 new members and 47 renewals. Membership totals for 2019 (as of December 31, 2018) is a total of 15 members: 11 renewals and 4 new members; 2020 membership (as of December 31, 2018) includes 1 renewal.

VI. **SAA UPDATE.** Presented by Helen Wong Smith.



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Helen Wong Smith shared recent events, programs, and efforts of the Society of American Archivists. Of note is the forthcoming revised edition of the publication, *Guidelines for Archives and Special Collections* and the streaming of a new podcast, *Archives in Context*. Hawai'i archivists are encouraged to nominate and apply to the following SAA programs/awards (deadline for all awards is February 28): Fellow of the Society of American Archivists; Awards for Excellence including (a) Mark A. Greene Emerging Leader Award; (b) Advocacy awards; and (c) Publishing awards. Also available are four travel awards and three student scholarships. Helen also encourages the membership to submit listings to the *Directory of Archival Consultants* which currently has no Hawai'i listings.

- VII. **ELECTION.** Past-President, Eleanor Kleiber, presented the slate of nominees and opened the floor to nominations. Since no additional candidates were nominated, the slate was declared elected by acclamation:

President-elect, 2019-2020: Leilani Dawson.

Director, 2019-2020: Charmaine Wong

Directors, 2019-2021: Jenny Leung, Allyson Ota, and Elizabeth Seaton.

The incoming President is Nicolita Garces. The continuing directors are Mina Ellison and KT' nau McKeague. The outgoing members are President Ju Sun Yi, and Directors Rachael Bussert and Gailyn Bopp.

- VIII. **UNFINISHED BUSINESS.** Presented by President Ju Sun Yi and Eleanor Kleiber.

- A. PARABICA/ICA membership. Eleanor Kleiber presented and facilitated the motion to have AHA renew its membership with the Pacific Regional Branch International Council on Archives (PARBICA). Membership costs \$250. The motion was approved by 48 members.

- IX. **ADJOURNMENT.** The meeting was adjourned by incoming President Nicolita Garces at 3:09 pm.

Respectfully submitted,  
Elizabeth Seaton, Secretary