

Hidden Histories Board and Executive Meeting

January 8, 2020.

12:00-1:00, by phone

Present: Lillian Nakamura Maguire, Charlotte Hrenchuk, Peggy D'Orsay, Karen Routledge, Paul Gowdie, Midori Kirby.

1. Letter of support for Landscapes of Injustice: All present are in favour Lillian sending the letter.
 - a. Action items: Lillian, Midori, and Charlotte to coordinate signing letter. Lillian to send letter.
2. Finances: Charlotte deposited cheque from CDF. Next time Charlotte sees Lillian they will sign direct deposit form and get that set up.
 - a. Action items: Charlotte will contact RBC about adding Karen as a signatory and Karen will go to the bank and sign the paperwork.
3. Yukon Words request about collaborating for Black History Month:
 - a. All present are in favour of finding out more information, seems like a good partnering opportunity.
 - b. Action item: Paul to email them back and get more information.
4. Midori presents current financial balance sheet: Deposits are a \$10 membership fee in December and the CDF grant. No expenses other than banking fees.
5. Website:
 - a. Paul reviews a document he has prepared, see end of minutes for a copy.
 - b. Board would like to look into adding capability to pay membership fees and a donation button.
 - c. Charlotte: concern that if we solicit advertising it may compromise our non-profit status. Would need to look into this.
 - d. Paul clarifies a goal of the new website is to have it mobile ready.
 - e. Paul: thinking about creating an Asian and Black history timeline.
 - f. Paul: maybe we could put Peggy's regular discoveries on social media. Action item: Peggy to look into permissions for reusing newspapers.com articles. Karen is willing to help with keeping social media page updated.
 - g. Paul: Our profiles are still relevant and we could build more. Other people or groups could create their own profiles. Profiles are a major part of the website.
 - h. Discussion on title "digital resources" – no one is really tied to it.
 - i. Questions about what we have permission to do with some of our materials (recordings, etc.) – can we put them online?
 - j. Action item: Board to provide feedback on Paul's doc by January 14.
6. Upcoming CDF grant application: deadline is next Friday. Would be great if we could submit an application for Peggy to do more research to support website and social media feeds. Next application time is May. Action item: Karen, Peggy, Lillian, and Charlotte may liaise about this over the weekend.

Next board meeting: January 19, 12-1 online.

Website proposal from Paul, for comment by January 14

HHSY 2021 Website Update - website architecture

Content Management System: Wordpress

Theme style: stylish and clean, fluid full frame that adjust to screen size; volunteer and user friendly; mobile ready

Colour themes: same as before



Example websites: <https://www.digitalmuseums.ca>; <https://stclairwest-oralhistory.com>; <http://yukonlegislaturespeaks.ca/index.php/credits>; <https://wordpress.com/theme/pena>; <https://www.workshouldntsuck.co/podcast2/ep04>;

Number of pages: four key pages, with multiple secondary pages

Key goals for the website:

- To build community
- To clearly detail what we do and can offer the public (research and outreach presentation)
- to share our research: audio and video files, as well as images, collected newspaper articles, Yukon Asian and Black people bibliography
- to be clear why we matter
- Sell our brand/service

Top navigation menu (static):

HHSY logo; Home; Digital Resources; Community Board; Profiles; Search; Social Media icons (Facebook and Instagram in the upper right);

Bottom navigation menu (static):

Contact; Links (websites and resources that are aligned with documenting and disseminating multicultural groups contributions, experiences, and stories in Canada): <https://centre.nikkeiplace.org/exhibits/broken-promises/>

Home and About Us:

Concise mandate and vision; Defining our research criteria and interests; Services available to the public; membership form or link; contact; images of members in action

Digital Resources:

Interviews, audio, video, transcripts (to be determined); Asian and Black people in Yukon bibliographies; Asian and Black history timeline;

Community Board:

HHSY goals for the year; Current or Recent Projects updates; Meeting Minutes; Archives (News and Events, meeting minutes); What's New! (featured items posted to social media – e.g.: Peggy's newspaper findings with a bit of commentary, and anything that fits within our mandate and values.)

Three to four secondary pages

Profiles: <https://www.squarespace.com/templates/malone-demo>;

Six secondary pages with more to be added as time goes on