I. **Call to Order**: PacAIR President, John Stanley, called the brief PacAIR member meeting to order at 5:00 p.m.
   a. Other Board Members in attendance (13): David Mongold (Treasurer, UH System), Sarah Takemoto (Treasurer, UH System), Kathy Pulotu (AIR Liaison, BYU Hawaii), Shawn Flood (Hawaii CC), Paul Freebairn (BYU Hawaii), Pearl Iboshi (UH System), Min Liu (UH Manoa), Ashlee Shaner (Chaminade University), Sela Unga (BYU Hawaii), Shuqi Wu (Leeward CC), Lauren Yokogawa (UH System), Ming Zhang (UH System), and Serge Herzog (University of Nevada - Reno)

II. **Introduction of Debbie Dailey, AIR Board Representative**

III. **Treasurer’s Update**:
   a. Number of new/continuing memberships = 59
   b. PacAIR Balance = $792.73
   c. Other
      i. John talked about ideas to generate more funding

IV. **Overview of PacAIR Activities and Plans**:
   a. PacAIR Fall conference
      i. **Priority**: Work on setting dates (2 day event)
         1. November 6 for pre-conference workshops (maybe a professional development workshop)
         2. November 7 for full day conference
            a. First half of the day: Featured presentation
            b. Second half of the day: Presentations that were submitted by members
      ii. **Priority**: To do a call for proposals and encourage presentation and paper submissions
   b. Still need to figure out PacAIR’s tax situation
   c. Starting up newsletter bi-annually (at least) and asking for feedback from readers
   d. Goal is to make PacAIR membership more valuable
      i. Talked about AIR scholarship matching to encourage attendance and participation to PacAIR and AIR events

V. Meeting concluded at 5:50 p.m.