

MINUTES
HAWAII STATE BAR ASSOCIATION
BOARD MEETING

1100 Alakea Street, Suite 1000
Honolulu, HI 96813

Thursday, November 15, 2018

A. CALL TO ORDER

Treasurer Karin Holma called the meeting to order at 12:08 p.m. with a quorum present.

The following persons were present for all or part of the meeting:

Officers Present

Derek Kobayashi (by phone)
Karin Holma

Directors Present

Steven Chow
Vladimir Devens
Geraldine Hasegawa
Kristin Izumi-Nitao
Carol Kitaoka
Kai Lawrence (by phone)
Mark K. Murakami
Zale Okazaki
Alika Piper
Shannon Sheldon
John Tonaki

Directors Absent

Russ Awakuni
Cecelia Chang
Rebecca Copeland
P. Gregory Frey
Rhonda Griswold
Jamila Jarmon
Howard Luke
Lisa Munger

Others Present

James Kawachika
Erin Kobayashi
Corianne Lau
Paul Naso

HSBA Staff

Patricia Mau-Shimizu
Iris Ito
Christina Bae
Katra Cuskaden

- B. APPROVAL OF MINUTES** - A motion was made, seconded, and carried without opposition to approve the minutes of the October 25, 2018 board meeting.

C. **TREASURER'S REPORT** - Treasurer Holma reported that income will likely exceed budget at year end, and that expenses to date were significantly below budget mainly under payroll and benefits due to an unfilled position. She also noted that under Goal Group expenses, Courts-in-the-Community depleted HSBF grant funds (Annual Dinner proceeds) and necessitated the use of HSBA operating budget funds to cover all incurred expenses. A motion was made, seconded, and carried without opposition to approve the financial reports of October 31, 2018.

D. **EXECUTIVE DIRECTOR'S REPORT** - Executive Director Patricia Mau-Shimizu reported on the following items:

- Bar Convention - Final numbers not yet in. Did well on vendor expo.
- 2019 License Renewal - Testing on attorney renewal will occur shortly; awaiting finalization of Supreme Court entity fees.
- ODC - The new Executive Director is Bradley Tamm. Their 6-month backlog of complaint review and disposition has been reduced to 2 months.

E. **YLD PRESIDENT'S REPORT** - None.

F. **UNFINISHED BUSINESS**

1. **Annual Dinner Proceeds** - Treasurer Holma summarized last month's presentation by HSBF President and Treasurer, Curtis Saiki and Craig Wagnild, respectively, on the HSBF policy, and proposal to the HSBA, with respect to the formula for the Annual Dinner proceeds.

Gross Proceeds (revenues)
Less: Dinner expenses
Less: HSBF Fiduciary Reserve (\$10,000)
Net Proceeds

The HSBA will recommend how to allocate the Net Proceeds in furtherance of its charitable and educational mission, subject to the HSBF's grant policy (through HSBA grant requests to be submitted to the HSBF).

Ms. Mau-Shimizu then described the history of the Dinner proceeds calculation and distribution.

Board members discussed the HSBF's proposal and the Net Proceeds formula and procedure for HSBA grant requests. They also discussed other potential HSBF revenue sources. The Board members noted the reserves that HSBF is trying to build up, and the timing of the HSBF grant period and the impact of grant awards on the HSBA's budget process.

Action taken: After further discussion, a motion was made, seconded, and carried without opposition to accept the HSBF's policy which includes a formula to calculate the Annual Dinner proceeds and the procedure for HSBA grant requests.

The Board also agreed to form a committee to review HSBA board policy 2.1.G on the Annual Fundraiser Dinner to determine if revisions need to be made. Board member Mark Murakami volunteered to chair this committee and Board Member Zale Okazaki volunteered to be a committee member.

***G. NEW BUSINESS**

2. Banking Resolution and Signature Cards for 2019

Action taken: A motion was made, seconded, and carried without opposition to approve a banking resolution to authorize the 2019 HSBA officers, the Executive Director, and the Director of Operations (in absence of the Executive Director) to make monetary transactions on behalf of the HSBA.

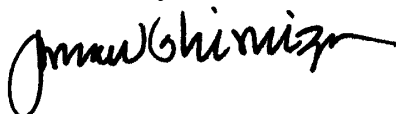
***H. UNFINISHED BUSINESS**

3. Policy on Judicial Retention - Director Steve Chow reported that his subcommittee has reconvened to discuss the current board policy. However, two subcommittee members will be going off the Board in 2019. Director Shannon Sheldon agreed to stay on the committee; incoming Director Cori Lau agreed to join the subcommittee.

I. ADJOURNMENT

The meeting adjourned at 12:57 p.m.

Submitted by:



Patricia Mau-Shimizu
HSBA Executive Director

Approved by:



Karin Holma
HSBA Treasurer

*Addendum to Agenda.