

MINUTES  
HAWAII STATE BAR ASSOCIATION  
BOARD MEETING

1100 Alakea Street, Suite 1000  
Honolulu, HI 96813

Thursday, July 26, 2018

A. **CALL TO ORDER**

President Howard Luke called the meeting to order at 12:07 p.m. with a quorum present.

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

Officers Present

Howard Luke  
Derek Kobayashi  
P. Gregory Frey  
Russ Awakuni

Others Present

Summer Kaiawe, YLD President

Directors Present

Cecelia Chang  
Steven Chow  
Rebecca Copeland  
Vladimir Devens (by phone)  
Rhonda Griswold  
Geraldine Hasegawa  
Kristin Izumi-Nitao  
Carol Kitaoka  
Kai Lawrence  
Lisa Munger  
Mark K. Murakami  
Zale T. Okazaki  
Alika Piper  
John Tonaki

HSBA Staff

Patricia Mau-Shimizu  
Iris Ito  
Christina Bae  
Katra Cuskaden

Directors Absent

Karin Holma  
Shannon Sheldon  
Jamila Jarmon

B. **APPROVAL OF MINUTES** - A motion was made, seconded, and carried without opposition to approve the minutes of the June 28, 2018 board meeting.

C. **TREASURER'S REPORT** - In the absence of the Treasurer's presence, Director (and former Treasurer) Alika Piper reported that HSBA is on track financially. She brought to the Board's attention the diminishing balance of the grants for the Courts-in-the-

Community project and the Self-Help Centers. If expenses exceed the balance, it will be paid out of the operating budget. Discussion ensued over the relationship of the HSBA and HSBF.

D. **EXECUTIVE DIRECTOR'S REPORT** - Executive Director Patricia Mau-Shimizu reported that she informed the HSBF Board that staff would not be able to assist on any HSBF fundraising activities during the attorney renewal period of November through the following March.

E. **YLD PRESIDENT'S REPORT** - In the absence of the YLD President, YLD Vice-President Summer Kaiawe reported on the following items:

- Silent Auction Donation - YLD plans to donate several gift certificates for downtown restaurants/bars.
- Junior Judges - Upcoming project where attorneys work with students in grades 3 to 5 in guiding them to make good decisions when faced with tough choices.
- 2019 Budget - Working on YLD project work plans for the 2019 budget and will submit it by the August 1<sup>st</sup> deadline.

F. **NEW BUSINESS**

1. **2019 HSBA Budget Process** - Director Piper gave an overview of the budget process including board requirements and the timeline of the process.

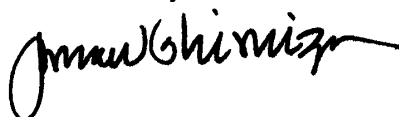
**Action taken:** A motion was made, seconded, and carried without opposition to approve the 2019 budget timeline.

2. **Reserve Policy** - Director Piper explained the differences between general reserves, special reserves, and restricted funds. She noted that general reserves, according to board policy, should be 30-40% of the operating budget.

G. **ADJOURNMENT**

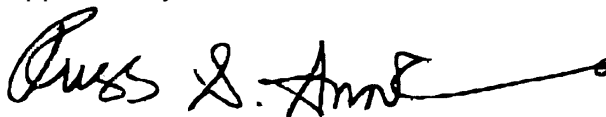
The meeting adjourned at 1:22 p.m.

Submitted by:



Patricia Mau-Shimizu  
HSBA Executive Director

Approved by:



Russ S. Awakuni  
HSBA Secretary