

Ho'ike Kauai Community Television, Inc.

Board of Directors Meeting

November 20, 2003 – 9:00 a.m.

Ho'ike Studio

Minutes

I. Call to Order

The meeting was called to order at 9:00 a.m. with a quorum in attendance by President Rowena Cobb.

II. Roll Call

Present: Faye Akasaki, Jose Bulatao, Rowena Cobb, Mark Hubbard, Bonnie Lake, Dr. Namulau'ulu Tavana, Teresa Tico, J Robertson

Excused: Mabel Fujiuchi, Roy Shimamoto

III. Old Business

A member of the board is reviewing Ho'ike's by-laws, studying both verbiage as well as our position on the Sunshine laws.

IV. Approval of minutes (October 16, 2003)

It was moved, seconded and unanimously approved to ratify the minutes of the October 16, 2003 Board of Directors Meeting as circulated with the following correction: The Benefit Network is not a video production company.

V. President's Report

President Cobb's report is on file. Progress continues with plans for a new Center in partnership with three other non-profit organizations. The proposed Center aims to be a dynamic center of commerce for the community.

VI. Committee Reports

- a. Personnel Committee – J and Faye Akasaki are collaborating in developing a set of qualitative/quantitative goals for the Managing Director for the coming year.
- b. Finance Committee –
 - Ho'ike continues to operate within its budget.
 - The TilTrac playback system is being installed this week. Simultaneously staff is being trained in the effective utilization of the system. Once the system is in place, Ho'ike will be able to play and control all four channels as well as broadcast live from the Ho'ike studio. The Department of Education and University of Hawaii will continue to access Ho'ike's education channel through Kauai Community College.
 - In response to a question regarding the County contract for taping meetings of the County Council, the Police Commission, the Planning Commission, and the Mayor's Kuleana: the new County contract RFP requires "real time captioning". No programs have been submitted to Ho'ike since October 1 due to the absence of captioning.
- c. Resource Committee – Facility update – Details may be reviewed in the President's Report, which is on file.

VII. Establish “Center” Committee

It was moved, seconded and unanimously approved to establish an Ad Hoc Center Committee to assist with ongoing planning for the proposed Center.

VIII. New Business

There will be a retreat for Ho’ike Board members on December 11, 2003 from 8:30-11:00 a.m.

Following discussion regarding the status of the current officers as well as the recently approved new slate of officers, it was moved, seconded and approved (with one nay vote) that the current Board officers will continue to serve in their current capacity until June 2004 when new board members will be appointed by DCCA.

IX. Announcements

The Ho’ike recognition dinner is scheduled for December 12 at Aloha Beach Resort. The next Board of Director’s meeting will be sometime in January.

A motion was made, seconded and approved to move to Executive Session.

X. Executive Session

To discuss funding opportunities for Ho’ike.

Motion was made to enter full Board Session.

Grant application will be encouraged.

XI. Adjourn

The meeting was adjourned at 10:45.