

# *Ho'ike Kauai Community Television, Inc.*

## **Board of Directors Meeting**

January 22, 2004 1:30 p.m.

*Ho'ike Studio*

### Minutes

#### **I. Call to Order**

The meeting was called to order at 1:15 p.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

Absent: Roy Shimamoto

#### **III. Correspondence – Community Input**

There was no correspondence or community input.

#### **IV. Old Business**

DCCA requires that Ho'ike have a registered business agent. It was moved, seconded and unanimously approved to appoint J Robertson as Ho'ike's business agent. J will inform DCCA of his appointment.

#### **V. President's Report**

The President distributed copies of the mission statement, a schedule of meetings for 2004, updated directories, and the latest copy of the by-laws.

#### **VI. Managing Director's Report**

J Robertson presented his report, a copy of which is on file. Highlights included the following:

- Ho'ike's first outreach basic video production course was offered at Kekaha Neighborhood Center with eight students in attendance. Jim conducted a four sessions digital media workshop at Kapaa High School. There will be a Studio Production class starting soon with ten students signed up. A partnership agreement has been reached between Ho'ike and the KEO "After School Program" at Chiefess Kamakahahelei.
- Cleaning and refitting the Production work area is underway.
- Katrina Bagano is doing a fine job in her new position as secretary at Ho'ike.
- Ho'ike is involved in working to form policy on the implementation of the DCCA plan for PEGs.
- Ho'ike will be airing the "Youth Exchange" video competition awards ceremony hosted by 'Olelo. Two of Kauai's schools were finalists, including Hanalei Elementary School and Chiefess Kamakahahelei. Chiefess won in the short Public Service Announcement category.

#### **VII. Statewide PEG Access Plan Implementation Process**

The Statewide Plan was reviewed and discussed. DCCA has no implementation plan.

#### **VIII. New Business**

We need to use local media to promote the excellent activities Ho'ike is engaged in. J will write press releases with support from the Board in dissemination.

#### **IX. Announcements**

The next Board of Directors meeting will be April 15, 2004

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

**X. Executive Session**

The President stated for the record that the Managing Director and the Personnel Committee would handle the personnel issue discussed.

Motion was made to enter the full Board Session.

**XI. Adjourn**

The meeting was adjourned at 2:45 p.m.