

**Ho'ike Kauai Community Television, Inc.**  
**Board of Directors Meeting**

April 26, 2004  
Ho'ike Studio  
Minutes

**I. Call to Order**

The meeting was called to order at 1:05pm with a quorum in attendance.

**II. Roll Call**

Present: Rowena Cobb, Jose Bulatao, Mabel Fujiuchi, Mark Hubbard, Roy Shimamoto, Teresa Tico and J Robertson  
Excused: Faye Akasaki, Dr. Tavana

A motion was received to amend the agenda to add a report from the Nomination Committee Chair as item IV.

Vote taken:

Yes: unanimous

No: none

**III. Announcements**

There were no announcements.

**IV. Nomination Committee Report**

Jose Bulatao distributed a report on the status of nominations for Directorships. (attached).

Faye Akasaki has resigned her director's position effective June 2004.

A list was provided of potential recommendations for positions on the Board with a recommendation to provide additional names.

A motion was received to forward Jose Bulatao and Mark Hubbard as two re-nominations to the DCCA.

Mark Hubbard expressed a desire to review the structure of Ho'ike and the Operating Agreement before he decides his interest in continuing.

Vote taken:

Yes: unanimous

No: none

A discussion continued related to Board nominations and the DCCA's role.

Questions were raised as to the Operating Agreement, by-law language direction from the DCCA, and the Statewide Plan. There is a potential for a joint meeting of all PEG Centers to work together on the contract and Statewide Plan.

A motion was received to have Mark Hubbard, Jose Bulatao, and J Robertson meet with 'Olelo, Na Leo, and Akaku to discuss and work on mutually agreed solutions.

Vote taken:

Yes: unanimous

No: none

## **V. Ratification of Minutes**

A motion was received to ratify the minutes of the Board of Directors meeting of November 20, 2003.

Vote taken:

Yes: unanimous

No: none

A motion was received to ratify the minutes of the Board of Directors meeting of April 15, 2004.

Vote taken:

Yes: unanimous

No: none

## **VI. Correspondence**

There was no correspondence received and no public comments offered.

## **VII. Center for Art, Education, & Technology**

Mabel Fujiuchi suggested that Ho'ike, as a client, should have all documents forwarded from Mano Wai.

It was noted that the formation of an Ad Hoc committee was approved at the October 2003 meeting of the BOD.

Rowena Cobb announced that Kauai United Way and Malama Pono have pulled out of the project. There are two available spaces and the bank is moving forward.

A question was raised as to how the 'building' can be restructured to save money?

It was stated that Marion Penhallow has agreed to help write Foundation applications for construction funds. Also, Mano Wai has been asked to reapply for certain grants with a design plan.

The Grants that have been applied for to date are:

- 1) EDA grant for \$1.3m in construction money.
- 2) Gannet grant for legal costs \$25,000
- 3) Marketing grant of \$20,000 received - hired Pauline Worsham Marketing
- 4) Feasibility Study \$10,000 from American Savings Bank for ASB loan

A request was made for a status report on grants including what is pending, what grants are proposed to write, and what grants have been received or denied?

Mark Hubbard pointed out that Kauai United Way and Malama Pono are still listed as partners in the Operating Agreement and LLC despite having left the project.

Rowena Cobb indicated that the issue has been sent to the legal counsel (Hirai) for review. She also stated that members are not bound by the agreement.

Questions were asked about the design phase begin date, cost/contracts and process for procurement and awarding contracts? A concern was raised about the responsibility for grant writing including if the writers are being paid for their effort.

Teri Tico suggested Leslie Yardley as a potential grant writer.  
It was stated that the fees seem to be very high and indicate no break for the non-profit organizations.

A motion was received to amend the original building purpose of the project to now "focus on a center for Media and the Arts."

Vote taken:

Yes: unanimous

No: none

A motion was received to assign Mark and Teri to a work group to review all documents including a budget review to determine a threshold of allowable debt and report to the full Board for authorization.

Vote taken:

Yes: unanimous

No: none

### **VIII. Adjourn**

A motion was received to adjourn the meeting.

Vote taken:

Yes: unanimous

No: none

The meeting was adjourned at 3:10pm

Respectfully submitted,

J S Robertson (Managing Director for Secretary) 4.28.04