



## **Nā Leo 'O Hawai'i, Inc.**

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### **Board of Directors Meeting Minutes December 14, 2016**

#### **PRESENT**

Mr. Gerald Takase	Chair
Ms. Connie Kiriu	Treasurer
Ms. Gail Uejo	Secretary
Mr. Dwayne Mukai	Director
Mr. Howard Kelly	Director
Mr. Daniel Weiss	Director
Mr. Stacy Higa	President/CEO

#### **ABSENT**

Mr. Kauhi Keli'ia'a	Director (Excused)
Ms. Jennifer Zelko-Schlueter	Vice-chair (Excused)
Mr. Claude Onizuka	Director (Excused)

#### **GUESTS**

NLTV Staff members, Adams Agtarap

#### **CALL TO ORDER**

Chair Takase called the meeting to order at 4:30 p.m.

#### **WELCOME AND INTRODUCTIONS**

Introduced Adams Agtarap from Morgan-Stanley  
Upgrading benefits, from SEP (Mutual of America) to a 403B with Morgan Stanley.

#### **STATEMENTS FROM THE PUBLIC ON AGENDA**

No statements from the public.

#### **APPROVAL OF THE MINUTES**

August 10, 2016 Minutes.  
Motion to approve minutes by Director Mukai.  
Seconded by Secretary Uejo.  
Passed unanimously.



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## **FINANCIAL REPORT**

Treasurer Kiriu moved to approve August, September and October Financial report. Director Mukai seconded the motion.

## **PRESIDENT/CEO'S REPORT**

President Higa mentioned that upgrades are continuing in the Hilo location. Slab for the concrete should be poured by the ending of December. Kona still waiting on offers for property. Regarding Programming, President Higa addressed the overwhelming success and compliments Nā Leo has been receiving over our live Inaugurations as well as the TMT Contested Case Hearing.

Chair Takase mentioned that he spoke to judge Amano, she praised Nā Leo for the awesome work we're providing for them.

President Higa introduced recent hires: Matt Cordero (Production and IT), Shelby Hoota (editing and production), and Naomi Fernandez (Administrative Assistant). President Higa noted Hanalei Aipoalani left the company as he was promoted at 'Ōlelo

President Higa discussed Professional Development plans using Lynda.com, an online platform that's now a company requirement for staff to participate in. President Higa's whole goal was to impress to staff that Nā Leo is moving forward, and he wants his staff to better themselves. Lynda.com was part of our online training for external producers who needed "professional help." President Higa would also like all his staff to be certified producers.

Treasurer Kiriu asked if there were any numbers on the online training. Mr. Higa noted the numbers were up according to initial reports.

President Higa also passed out the summary budget required to submit to the DCCA, stating that it's real consistent with what our past budget was, and he did increase by a little.

President Higa thanked Treasurer Connie Kiriu as well as Vice-Chair Jennifer Zelko-Schlueter, as their 3-year terms were over.

## **NEW BUSINESS**

President Higa closed Homestreet Bank account and opened up a Hawaii National Bank account for "for-profit." Motion approved unanimously.

President Higa also discussed with the board that Nā Leo will be working with



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legal firm to represent us as well as 'Ōlelo and Ho'ike so that our DCCA contracts are 80% similar.

Motion approved by Director Mukai.

Seconded by Treasurer Kiriu.

### **EXECUTIVE SESSION**

Election of New Directors, Sidney Fuke and Ann Chung. Next meeting the board will decide who the new treasurer and vice chair will be.

### **NEXT MEETING**

February 21, 2017 at 4:30PM

### **ADJOURNMENT**

Meeting adjourned at 5:15 p.m.



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