

MINUTES
HAWAII STATE BAR ASSOCIATION
BOARD MEETING

1100 Alakea Street, Suite 1000
Honolulu, HI 96813

Thursday, October 26, 2017

A. **CALL TO ORDER**

President Nadine Ando called the meeting to order at 12:06 p.m. with a quorum present. The following persons were present for all or part of the meeting:

Officers Present

Nadine Ando
Howard Luke
Karin Holma
Russ Awakuni

HSBA Staff

Patricia Mau-Shimizu (by phone)
Iris Ito
Christina Bae
Levi Hookano

Directors Present

Cecelia Chang
Steven Chow
Rebecca Copeland
Vladimir Devens
Rhonda Griswold
Geraldine Hasegawa
Kristin Izumi-Nitao
Carol Kitaoka
Mei-Fei Kuo
Kai Lawrence
Lisa Munger
Zale Okazaki
Alika Piper
Trejur Bordenave (by phone)

Others Present

Deana Awa
P. Gregory Frey
Jack Tonaki

Board Members Absent

Derek Kobayashi (excused)
Mark K. Murakami (excused)
Shannon Sheldon

- B. **HSBA TAXES for 2016** - KMH Principal Deana Awa presented KHM's report on HSBA's 990 tax form for the 2016 year. She highlighted different areas of the report and noted that HSBA is in total compliance.
- C. **APPROVAL OF MINUTES** - A motion was made, seconded, and carried without opposition to approve the minutes of the September 28, 2017 Board meeting with amendments to indicate that Russ Awakuni and Geraldine Hasegawa's absences were "excused" and that Vladimir Devens participated by phone.
- D. **TREASURER'S REPORT** - Treasurer Karin Holma reported that a column was added to the financials to show YTD actual which may now be compared to YTD budget. She noted that income for CLE is projected to increase after bar convention numbers are added, and that overall, HSBA is in good financial shape.
- E. **EXECUTIVE DIRECTOR'S REPORT** - In the physical absence of Executive Director Patricia Mau-Shimizu, reports on the following items were made by Assistant Executive Director Iris Ito, Director of Operations Christina Bae, and Director of Programs Levi Hookano:
- A special board meeting will be held on November 7th to interview 4 judicial nominees who will be appointed within the next week.
 - Bar Convention - 326 registered for seminars and/or the luncheon. This is slightly more than last year's attendance.
 - Attorney renewal for 2018 - portal will open on December 1st. New item this year: question on trusteeships and ethics requirement reporting.
- F. **YLD PRESIDENT'S REPORT** - Nothing to report.
- G. **UNFINISHED BUSINESS** - None.
- H. **NEW BUSINESS**
1. **Proposed 2018 HSBA Reserves Budgets** - President Ando explained that the Board will need to decide whether to make a loan prepayment in 2017 because it will affect the 2018 reserves budget.
- Treasurer Holma clarified that the prepayment is an extra payment on the building acquisition loan balance. She gave an overview of the two versions that were proposed on the special reserves.
- Action taken:** A motion was made, seconded, and carried by a vote of 17 to 1 in favor of version 1 which includes a \$50k loan prepayment in 2017.

2. **Proposed 2018 HSBA Operating Budget** - Treasurer Holma stated the proposed 2018 budget is a balanced budget with no increase in HSBA dues. She briefly explained each of the following schedules:

- Estimated Dues - HSBA dues will remain the same. Amount of total dues income is conservative in projection because although the bar passage rate is expected to improve, there are less people taking the bar exam. Also, the amount of senior attorneys going inactive is not as high as previously projected.
- Technology - Costs for improving better systems keep rising.
- CLE - Decline in revenue due to increased competition from local and mainland CLE providers.
- Payroll - Decline in payroll due to conversion of a managerial position into a support position.

Action taken: A motion was made, seconded, and carried without opposition to adopt the joint Executive-Finance Committee's recommendation to approve the proposed 2018 HSBA operating.

H. **ADJOURNMENT**


The meeting adjourned at 12:57 p.m.

Submitted by:



Iris M. Ito
HSBA Assistant Executive Director

Approved by:



Russ S. Awakuni
HSBA Secretary