

MINUTES
HAWAII STATE BAR ASSOCIATION
BOARD MEETING

1100 Alakea Street, Suite 1000
Honolulu, HI 96813

Thursday, November 16, 2017

A. **CALL TO ORDER**

President Nadine Ando called the meeting to order at 12:09 p.m. with a quorum present. The following persons were present for all or part of the meeting:

Officers Present

Nadine Ando
Howard Luke
Derek Kobayashi
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 (by phone)
Kristin Izumi-Nitao
Carol Kitaoka
Mei-Fei Kuo
Kai Lawrence
Lisa Munger
Mark K. Murakami
Zale Okazaki
Shannon Sheldon

Others Present

Jamila Jarmon
Kyla Kitashiro
Alan Matsui
Jack Tonaki

Board Members Absent

Trejur Bordenave (excused)
Rhonda Griswold (excused)
Geraldine Hasegawa (excused)
Alika Piper (excused)

- B. **HSBA TAXES for 2016** - Presentations were made by KMH representatives Alan Matsui and Kyla Kitashiro who gave an overview of the audit process. They explained the audit letter which recommended that HSBA develop a checklist for the year-end closing to ensure completeness of its financial reports. It was noted that HSBA utilizes a modified cash basis of accounting for its financial statements, and that the information provided by HSBA was fairly stated. Mr. Matsui also brought to the Board's attention the idea of consolidating HSBF financials into the HSBA financials in the future when it becomes materially significant.
- C. **APPROVAL OF MINUTES** - A motion was made, seconded, and carried without opposition to approve the minutes of the October 26, 2017 Board meeting.
- D. **TREASURER'S REPORT** - Treasurer Karin Holma reported that as of October 31, 2017, the HSBA was ahead of budget on income, although CLE income continues to lag. YTD expenses are below budget. Ms. Holma also reported that the total value of investments with Merrill Lynch was \$503,639 as of October 30th. Quarterly reports on investments will be given to the board and HSBA's investment advisor Emily McCollum will report to the board on an annual basis. The Board also discussed having a discussion in the near future with the HSBF Board regarding the consolidation of its financials, and having management determine the impact on human resources if consolidation is implemented.
- E. **EXECUTIVE DIRECTOR'S REPORT** - In the physical absence of Executive Director Patricia Mau-Shimizu, Director of Operations Christina Bae reported that the portal for 2018 attorney renewal will open on December 1st.
- F. **YLD PRESIDENT'S REPORT** - In the absence of YLD President Trejur Bordenave, YLD President-elect Jamila Jarmon reported that there is a Volunteer Appreciation event on Friday, November 17th and that other projects are being wrapped up for 2017.
- G. **UNFINISHED BUSINESS** - None.
1. **Judicial Retention** - Director Steven Chow refreshed the memories of board members on the charge of their subcommittee (Steve, Cecelia Chang, Gerry Hasegawa) on what HSBA could do to offer more information to the Judicial Selection Commission during the judicial retention process.

Action taken: A motion was made and seconded for the HSBA Board to take positions on judicial retentions.

Mr. Chow explained HSBA's current involvement in judicial retention. He stated that after talking with JSC members Jackie Young, James Kawachika, and Ronette Kawakami, the subcommittee was inclined to recommend that the HSBA Board take positions on judicial retention. The subcommittee wanted to get the Board's approval on this issue before attempting to develop any procedures. He noted that the Board would need to amend its policy if it decided to take positions on judicial retention.

Board members also discussed what it would mean for the Board and staff to be more involved in the judicial retention process and what kind of information the HSBA could provide that would be more helpful for the JSC.

Action taken: A motion was made, seconded, and carried without opposition to table the discussion until January 2018 of whether the Board will take positions on the retention of judges. JSC representatives will be asked to address the Board and give more information on the JSC's process and criteria in judicial retention.

H. **NEW BUSINESS**

2. **HSBF Board Vacancies**

Action taken: A motion was made, seconded, and carried without opposition to adopt the recommendation of the Nominating Committee to reappoint the following 4 individuals to the HSBF Board for three-year terms beginning January 1, 2018: Jan Boivin, Curtis Saiki, Lynne Toyofuku, Calvin Young.

3. **Banking Resolution and Signature Cards for 2018**

Action taken: A motion was made, seconded, and carried without opposition to approve a proposed banking resolution to authorize the 2018 HSBA officers, the Executive Director, and the Director of Operations (in absence of the Executive Director) to make monetary transactions on behalf of the HSBA.

I. **ADJOURNMENT**

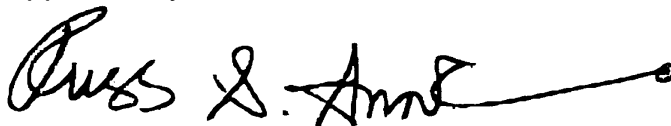
The meeting adjourned at 1:46 p.m.

Submitted by:



Iris M. Ito
HSBA Assistant Executive Director

Approved by:



Russ S. Awakuni
HSBA Secretary