

Nā Leo ‘O Hawai‘i, Inc.

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Board of Directors Meeting Minutes December 10 ,2020

PRESENT

Mr. Claude Onizuka	Chair
Mr. Sid Fuke	Vice-Chair
Mr. Connie Kiriū	Treasurer
Ms. Gail Uejo	Secretary
Ms. Anne Chung	Director
Mr. William Takaba	Director
Ms. Jennifer Zelko-Schlueter	Director
Mr. Dwayne Mukai	Director
Mr. Howard Kelly	Director
Mr. Stacy Higa	President/CEO

ABSENT/EXCUSED

None

GUESTS

None

CALL TO ORDER

Chair Onizuka called the meeting to order at 4:00 p.m.

STATEMENTS FROM THE PUBLIC ON AGENDA

No statements from the public.

APPROVAL OF THE MINUTES

September 15, 2020 Minutes.

MOTION:

Board Chair Onizuka called for a motion to approve the minutes for September 15,2020.

ACTION:

Director Howard moved to approve.

Seconded by Director Mukai.

Motion passed unanimously

FINANCIAL REPORT

MOTION:

Board Chair Onizuka called for a motion to approve and accept the financials for August, September, and October 2020.

ACTION:

Treasurer Kiriu moved to accept financials for August, September and October 2020.
Seconded by Director Kelly..
Passed Unanimously.

President Higa mentioned to the board that we completed a draft of the Annual Budget for 2021

MOTION:

Chair Onizuka called for a motion to approve the Annual Budget draft for 2021.

ACTION:

Treasurer Kiriu moved to accept the Annual Budget Draft for 2021.
Director Zelko-Schlueter seconded the motion.
Passed Unanimously.

PRESIDENT'S REPORT

President Higa let the Board know that all but one tenant in the Kanalani Building are up to date on rental payments.

He also let the Board know that staff are still working from home and we are still in Protocol 4, but staff does come into the office when needed. He said Managers come in every morning for daily meetings He mentioned that we are still closed to the public, and only invited guest are able to come in for our productions. HISO is still on every month, but is being filmed in the back lanai. President Higa said that he is working on moving forward for external producers to come in.

Asst. General Manager Alameda talked about Na Leo's new show, Covid Talk Story, as well as fees for service productions that are doing really well.

President Higa also wanted to give the Board an update that the Kona Facility finally has mailboxes for each tenant.

He also let the Board know that the battery packs for the PV will be going in between January and February 2021, and that should help the electric bill gradually decrease.

NEW BUSINESS

President Higa talked about how he would like Board's approval to allow Penchecks to handle our terminated employees 403 B. He said that our ex-employees are not taking their 403 B out of Naleo's plan and we are still getting administrative fees being charged.

MOTION:

Chair Onizuka called for a motion to approve Penchecks to handle terminated employees 403 B.

ACTION:

Vice Chair Fuke moved to approve this motion.
Seconded by Director Mukai.
Passed Unanimously.

President Higa also discussed how he would like to take down the lychee, and avocado trees, as well as trim the mango and other trees due to liability purposes because of them branching out on other businesses surrounding Naleo. He also let the Board know of his plan to create a 20 x 20 open air garden/pavilion that could be used for many purposes such as filming and renting to the public. He said that he would also like to memorialize the past President of Naleo, Juergen Denecke. He said the budget for this would not exceed \$50,000 and would love for the board to allow him to move forward with getting quotes for this project.

MOTION:

Chair Onizuka called for a motion for approval of allowing President Higa to move forward with finding quotes in concepts to the Garden and Pavilion.

ACTION:

Treasurer Kiriu moved to allow Stacy to get quotes for Garden and Pavillion.
Director Mukai seconded the motion.
Passed Unanimously.

President Higa informed the Board that he would also like to replace the 20 plus year AC unit in Bay 5, and the bullpen in the Kona Facility that have 2-3 units connected, into a new one, 3-5 ton energy efficient unit. He said that it would come out of the Kanalani Expenses. He also said that he would like the Boards permission to gather appropriate quotes for this unit.

MOTION:

Chair Onizuka called for a motion to approve a new AC unit in the Kanalani Bay 5 and bullpen area.

ACTION:

Director Mukai moved to approve this motion.
Seconded by Director Takaba.
Passed Unanimously.

MOTION:

Chair Onizuka motioned to allow President Higa to proceed in finding prices for the new unit.

ACTION:

Vice Chair Fuke moved to allow this motion.
Director Mukai Seconded.
Passed Unanimously.

Chair Onizuka announced that he appointed a nominating committee to review applicants and openings for the Board. The Committee recommended Gerald Takase for a 3 year term effective January 1, 2021.

MOTION:

Chair Onizuka called for a motion to accept the recommendation of the committee to approve Gerald Takase to fill the open vacancy on the Board.

ACTION:

Treasurer Kiriu moved to approve Gerald Takase back as a Board Member.
Seconded by Director Mukai.
Passed Unanimously.

EXECUTIVE SESSION

This meeting went into executive session

NEXT MEETING

March 3, 2021 4:00 PM (Virtual)

ADJOURNMENT

Meeting adjourned at 5:51 PM.