

**NĀ LEO O HAWAII BOARD MEETING**  
**Monday, September 13, 2021**  
**Nā Leo o Hawai'i Studio A**

Vice Chair Takase called the meeting of the Board to order on Monday, September 13, 2021, at 4:00 pm at the Nā Leo o Hawai'i Studio A. In addition to Interim Pres/CEO Connie Kiriu, present were Board Members (BM) Bill Takaba, Howard Kelly, and Dwayne Mukai. BM Anne Chung, Sidney Fuke, and Jennifer Zelko-Schleuter (4:10 pm) participated virtually. Chair Claude Onizuka was absent and excused.

Also present were Ivan Nakano as well as staff members Micah Alameida, Matt Cordero, Kyle Kawano. Staff Scott Ordway, Jr. and Richard Gonzales participated virtually from the Kona office.

**Statement from the public:** There were no statements from the public.

**Minutes:** BMs Kelly and Mukai moved and seconded, respectively, to approve the July 23, 2021 minutes of the regular and Executive Session. Motion was unanimously approved.

**Review of Email Vote:** BM Mukai and Kelly moved and seconded, respectively, to confirm the email vote taken to appoint VC Takase and BMs Chung and Fuke to the Nominating Committee. Motion was unanimously approved.

**Financial Report:** Treasurer Takaba moved, and BM Mukai seconded to accept the July 2021 Financial Report. Motion was unanimously approved. Treasurer Takaba noted that some items will be covered during an Executive Session.

**Nominating Committee Report:** VC Takase as chair of the Nominating Committee noted that the Committee recommended the retention of two BMs (Takaba and Zelko- Schleuter) and appointment of two West Hawaii individuals - Wally Lau (former County of Hawai'i Deputy Managing Director) and Mel Ventura (Vice-President of Hawaii Federal Credit Union). The Committee received word that morning that the remaining nominee – Ms. Joni Onishi – declined.

There was discussion whether the appointments should be deferred pending review of other candidates and the nomination of the third position.

After conclusion of the discussion, BMs Fuke and Zelko-Schleuter moved and seconded, respectively, that the Board approve the recommendation of the Nominating Committee, to wit, the retention of the two BMs and appointment two nominees. Motion was unanimously carried.

**Interim President/CEO Report:** Interim Pres/CEO Kiriu had earlier distributed her report, dated September 13, 2021, to the Board. Staff Micah Alameda covered the programming aspects

in detail, noting that the cooperation/collaboration with the County of Hawai'i Mayor's office has led to the development of many programs of widespread public interest.

IPC Kiriu reported that:

- all spaces within the Kanalani building have been rented out. Further, she is seeking real property tax exemption for NLOH's portion of the building, beginning FY 2022.
- Merina will be conducting an inventory audit of both the Hilo and Kona offices during the week of September 20-24.

Treasurer Takaba noted that NLOH submitted its renewal program to DCCA which included provisions to achieve best practice in finance and human resources. In that regard, Ivan Nakano a retired business executive with extensive experience was approached to assist in this endeavor. Mr. Nakano elected to assist without any compensation. He will provide his informal key observations during the Executive Session.

- She is seeking authorization to have credit cards for Micah and Matt, while increasing the overall credit limit to \$54K, with IPC having \$30K and Micah, Matt, and Kyle with \$8K.

BMs Zelko-Schleuter and Mukai moved and seconded, respectively, to accommodate the IPC Kiriu's request. Motion was unanimously approved.

- She also requested the purchase of a new teleprompter with a range of \$2,700 to \$3,700. BMs Mukai and Chung moved and seconded, respectively, to approve that request. Motion was unanimously approved.

**Executive Session:** at 5:05pm, BMs Kelly and Takaba moved and seconded, respectively, to go into executive session to discuss some personnel matters as well as the informal report of Mr. Nakano. Motion was unanimously approved.

The Board returned to its regular meeting at 7:15pm at which time the Board took several actions.

- a. BMs Mukai and Takaba moved and seconded, respectively, to adopt the Finance Committee's proposed investment policy – which was distributed at the meeting - with the edits proposed by ICP Kiriu. Motion was unanimously approved.
- b. BMs Mukai and Takaba moved and seconded, respectively, to defer any write down of the First Hawaiian Bank's loan. Motion was unanimously approved.
- c. BMs Mukai and Takaba moved and seconded, respectively, to pay a minimum of \$150K to Merrill Lynch to reduce NLOH's overall debt of \$350K with the idea that any further payment would be subject to the review and determination of the Finance

Committee with no further Board action required. Motion was unanimously approved.

- d. Finally, BMs Mukai and Takaba moved and seconded, respectively, to use the unencumbered \$40K from the U.S. Forest Service grant to establish an honorarium/scholarship. Motion was unanimously approved.

**Announcement/Next Meeting:** VC noted that the next meeting would be subject to call by the Chair.

**Adjournment:** BMs Mukai and Kelly moved and seconded, respectively, to adjourn the meeting. Motion was unanimously approved at 7:43 pm.

Respectfully Submitted,

Howard Kelly, Secretary, September 14, 2021



Sidney Fuke, Under Secretary, September 14, 2021

