

Minutes for  
KAWAIKINI GOVERNING BOARD MEETING

---

Date/Time: Thursday, September 19, 2019, 5pm

Location: Kawaikini NCPSC Campus/Hale Akamai Bldg.

- I. Meeting Called to Order at 5:04 pm
  - A. Voting Members in attendance: Kuulei Hamberg (President); ; Roxy Carvalho (Treasurer); Larie Manutai (Secretary); Faith Burgess; Jackie Kaina, Wahineu'i Waiamau, Noe Haumea, Devi Berg.
  - B. Non-Voting Members in Attendance: Jessell Tanaka (Executive Director), Donna Therrien (Charter Commission Liaison), Kimo Perry (Board Facilitator)
  - C. Members excused: Kealoha Enrique (Vice President)
  
- II. Adoption of Agenda

**MOTION:** by Faith Burgess (second by Larie Manutai) to adopt the agenda as submitted. Motion passed unanimously.
  
- III. Minutes of August 15, 2019

**MOTION:** by Larie Manutai (second by Jackie Aina) to approve the amended minutes of the August 15, 2019 governing board meeting. Motion passed unanimously.
  
- IV. Officer's Reports
  - A. President's Report - Kuulei reported that some of the board members attended the Governing Board training.
  - B. Treasurer's Report - Roxy Carvalho offered a report of the highlights, and submitted a budget report and dashboard for board members to view.

**MOTION:** by Roxy Carvalho (second by Larie Manutai) to accept the Financial Report. Motion passed unanimously.
  
- V. Administrative Reports
  - A. Executive Director's Report - Executive Director Tanaka's report covered the highlights: audit was completed, the payroll vendor changes, and the pending retirement of CAS Arakaki.
  - B. Academic Director's Report - Written report was submitted to the GB.

**MOTION:** by Larie Manutai (second by Jackie Aina) to accept the Administrative reports. Motion passed unanimously.
  - C. Other Staff Reports - None offered
  
- VI. Committee Reports
  - A. Education/Curriculum - No report offered.
  - B. Facilities - No report submitted.
  - C. Resource Development - No report offered.
  - D. Finance & Audit - No report offered.
  - E. Communications - No report offered.

- F. Human Resource - No report offered.
- G. Parent Relations - No report submitted. Na hulu Makua is planning a Ho'olaulea/Fall Festival.
- H. Board Development - No report submitted.

- VII. Other Reports and Updates
- VIII. Unfinished Business - None.
- IX. New/Other Business - None.
- X. Adjournment
  - A. **MOTION:** by Jackie Aina (second by Larie Manutai) to adjourn. Motion passed unanimously. Meeting adjourned at 6:11 pm.

Next Governing Board Meeting: Thursday, October 24, 2019

Next Governing Board Working Meeting: Thursday, October 3, 2019

Minutes submitted by:

Larie Manutai  
Governing Board Secretary