

**Governing Board Meeting Minutes APPROVED**

**Date-** Thursday, October 11, 2018

**Location-** MBTA Campus, Laniākea YWCA, 1040 Richards Street Suite 220, Honolulu Hi 96813

**Time-** 5:00 pm – 6:11 pm

**Recorded by-** D. Oshiro

**Attendance-** Dr. Chang Vierra, D. Oshiro, Dr. Izumo, J. Smith, M. Thompson, M. Simmons, J. Dixon, Dr. Friedman, D. Lau, C. Harada, K. Bellord, Ms. Terri Fujii (CW Associates), Mr. Kurtis Sumida (CW Associates)

**Excused-** J. Watanabe (proxy Dr. Chang Vierra), A. Deutscher (proxy Dr. Chang Vierra)

**Absent-** M. Liao-Troth

<p><b>I. CALL TO ORDER</b></p>	
<p><b>II. APPROVAL OF MINUTES</b>  <b>A. Minutes July 2018</b>  <b>B. August GB Meeting cancelled due to lack of quorum.</b>  <b>C. September GB Meeting cancelled due to inclement weather.</b></p>	<p>A. Chair Thompson moved to approve minutes from July 12, 2018. Second by Dr. Friedman          No discussion. Aye votes by Dr. Chang Vierra, D. Oshiro, Dr. Izumo, J. Smith, M. Thompson, M. Simmons, J. Dixon, Dr. Friedman, D. Lau, C. Harada, K. Bellord, J. Watanabe (proxy Dr. Chang Vierra), A. Deutscher (proxy Dr. Chang Vierra).          Motion carried.</p>
<p><b>III. PARENT AND PUBLIC COMMENT</b></p>	<p>None</p>
<p><b>IV. OLD BUSINESS</b>  <b>A. None</b></p>	<p>A. N/A</p>
<p><b>V. NEW BUSINESS</b>  <b>A. Report from CW Associates – Annual Audit – action item</b>   <b>B. Monthly Financial Report</b></p>	<p>A. CW Associates presented the final annual audit for SY 2017-18.          Action Item          Approve Annual Audit – Note: Mr. Deutscher recuses himself from voting on financial matters.          Unanimous vote by GB members Dr. Chang Vierra, D. Oshiro, Dr. Izumo, J. Smith, M. Thompson, M. Simmons, J. Dixon, Dr. Friedman, D. Lau, C. Harada, K. Bellord, J. Watanabe (proxy Dr. Chang Vierra) to accept the annual audit done by CW Associates.</p> <p>B. Principal Oshiro presented the monthly and quarterly financial reports ending July 31, 2018 and September 30, 2018 including Balance Sheet and Profit &amp; Loss.          Action Item          Approve additional vendor over \$10,000 – Note: Mr. Deutscher recuses himself from voting on financial matters.          Unanimous vote by GB members Dr. Chang Vierra, D. Oshiro, Dr. Izumo, J. Smith, M. Thompson, M. Simmons, J. Dixon, Dr. Friedman, D. Lau, C. Harada, K. Bellord, J. Watanabe (proxy Dr. Chang Vierra) to accept the additional vendor.</p>

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<p><b>C. Future GB Meetings</b></p>	<p>C. A proposal by GB member Chang-Vierra was made to consider a new GB meeting schedule as follows: Every odd number month will be face to face. Every even number month will be electronic. Discussion and vote to follow at the November meeting. If changed, an amendment to the existing By-Laws must be added and submitted to the charter commission office.</p>
<p><b>VI. OTHER BUSINESS</b> <b>A. Principal's Report</b></p>	<p>A. Principal Oshiro presented report.</p>
<p><b>VII. ADJOURNMENT</b></p>	<p>Chair Thompson moved to adjourn the meeting. Second by S. Friedman. Meeting adjourned at 6:11 pm.</p>
<p><b>VIII. Executive Session</b></p>	