

MILILANI TOWN ASSOCIATION  
BOARD OF DIRECTORS MEETING

NO. 399

TIME AND PLACE The 399th regular meeting of the Mililani Town Association Board of Directors was held on Wednesday, June 20, 2012 at 7:00 p.m. in the Conference Room of Recreation Center III at 95-281 Kaloapau Street, Mililani, Hawaii.

CALL TO ORDER President, Will Kane called the meeting to order at 7:00 p.m.

ROLL CALL Silent roll call noted the following directors were present and absent respectively:

PRESENT Will Kane Eric Matsumoto Glenn Yoshimori  
Farouk Wang Michelle Kidani Josie Hart Ka'anehe  
Bob Barrett Neil Takeda

ABSENT Roger Babcock

MANAGEMENT REPRESENTATIVES David O'Neal, Dianne Hara, Laurie Usui, Mei Linn Park, Katherine Cueva, Guy Makimoto and Carol Shimabuku

QUORUM The required number of directors to constitute a quorum was present.

HOMEOWNER FORUM None

GUESTS None

APPROVAL OF AGENDA The Agenda was approved as circulated.

MINUTES The Board of Directors Minutes of May 16, 2012 were unanimously approved as circulated.

PRESIDENT'S REMARKS President Kane thanked the Staff for the successful special events: Mililani Idol, Movie by the Pool and preparations for the upcoming Relay for Life. President Kane requested the Committee member assignment list to be circulated to the Board. If the Board requests to change Committees, please forward to President Kane. It is up to the Chair of each Committee to decide if he/she will allow non-members to vote and/or participate in discussion.  
President Kane informed the Board that per Administration Resolution No. 002 – Expenditure Authorization, he authorized the purchase of an \$5,000 insurance for the existing parties serving alcohol.

TREASURER'S REPORT The Financial Report for April 2012 and the Delinquent Report was reviewed by the Board.

COMMITTEE REPORTS

AUDIT & FINANCE Committee Chair, Farouk Wang reported that the Audit & Finance Committee met on June 13, 2012. 4 items submitted requiring Board action.

BUILDING & GROUNDS Committee Chair, Bob Barrett reported that the Building & Grounds Committee met on June 5, 2012. There are no items requiring Board action.

MGT. & PERSONNEL Committee Chair, Eric Matsumoto reported that the Management and Personnel Committee met on June 5, 2012. There is 1 item requiring Board action.

MEMBER RELATIONS Committee Chair, Josie Hart Ka'anehe reported that the Member Relations Committee met on June 13, 2012. 3 items submitted requiring Board action.

GOVERNMENT AFFAIRS Committee Chair, Eric Matsumoto reported on the current legislative session.

DESIGN Design minutes for May 21, 2012 were circulated.

MANAGER'S REPORT The General Manager's Report was reviewed.

DISCUSSION ITEMS None

UNFINISHED BUSINESS None

NEW BUSINESS

ORGANIZATIONAL CHART: Moved by Wang and seconded by Yoshimori to accept the approval of the revised Organizational Chart with Job Descriptions. **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

REV. ADMIN. RESO. NO. 16: Moved by Yoshimori and seconded by Wang to accept the Revised Administrative Resolution No. 16- Bid Solicitation Procedures. **In favor:** Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** Eric Matsumoto and Glenn Yoshimori. Motion carried.

APPROVE \$5,155 OUT OF THE RESERVE FUND FOR REC. CENTER 7 GYM FLOOR COVER:  
Moved by Yoshimori and seconded by Wang to accept the approval of \$5,155 out of the Reserve Fund for Rec. Center 7 gym floor cover. **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

APPROVE FORECLOSURE FOR MTA ACCOUNT #0313516002: Moved by Wang and seconded by Yoshimori to approve the foreclosure for MTA account #0313516002. **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

RECREATION CENTER 5 PARKING AGREEMENT: Moved by Hart Ka'anehe and seconded by Yoshimori to accept the approved Parking Agreement adding Alexander & Baldwin and removing Castle & Cooke Homes Hawaii, Inc. as parties to the Agreement. **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

REV. ADMIN. RESO. NO. 47: Moved by Hart Ka'anehe and seconded by Yoshimori to approve the revision of Administrative Resolution No. 47 which removes alcohol from MTA rentals. **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

APPROVAL OF DOCUMENTATION OF PARTY PROCEDURES TO INCLUDE PARTIES WITH AND WITHOUT ALCOHOL: Moved by Hart Ka'anehe and seconded by Wang to approve the documentation of party procedures to include parties with and without alcohol. **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

EMPLOYEE HANDBOOK: Moved by Matsumoto and seconded by Yoshimori to accept the revised Employee Handbook. Friendly motion to amend the following: Article 9, page IX-3, Resignation: 2<sup>nd</sup> paragraph, first sentence, add "or resign"; Appendixes: page J-2, Performance Management, No. 1: change "i.e." to "e.g."; No. 3: replace "that disagrees" to "who disagrees". Motion to accept the friendly amendment: **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion to amend carried. Motion to accept the Employee Handbook as amended: **In favor:** Eric Matsumoto, Glenn Yoshimori, Farouk Wang, Michelle Kidani, Josie Hart Ka'anehe, Bob Barrett and Neil Takeda. **Against:** None. Motion carried unanimously.

#### ANNOUNCEMENTS

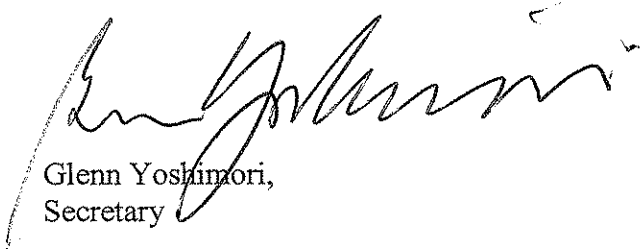
Next Board Meeting is scheduled for August 15, 2012 at 7:00 p.m. at Recreation Center III, Conference Room.

Executive Session to follow adjournment of this Board meeting.

#### ADJOURNMENT

Having no further business before the Board, the meeting was adjourned at 7:40 p.m.

RESPECTFULLY SUBMITTED,

A handwritten signature in black ink, appearing to read "Glenn Yoshimori". The signature is written in a cursive style with a large, sweeping initial "G".

Glenn Yoshimori,  
Secretary

GY/lu