

EWCPA Board Meeting Minutes – November 2010

Date: November 7, 2010

Time: From 7:00 p.m.

Location: EWCPA Office Hale Manoa 301

Meeting Started 19:05.

Attended: Miguel, Hannah, Kohei, Nikola, Erenst, Brian, Anjali, Audrey, Allen, Tammy, Vijaya, Rebecka, Azeema – 13 members attended.

Absent: Ly, Kahlan, Trang, Helen, Livia, Ratirose, Sanae – 7 members were absent.

PRESIDENT'S REPORT (MIGUEL):

- ***Internet Situation:*** The problem with the internet was the Nomadix box that was supposed to manage the traffic, it has been removed. Facilities and NetEnterprises replaced the Nomadix box with a ProCera traffic shaper which allocates certain amount of resources to particular functions. In our case, it was agreed to allocate only 2% of the resources for things like torrent. Skyp(ing) however was deemed to be an essential function and should not be compromised. Any bandwidth issues should improve when the packet shaping box is activated. Bandwidth will also increase to 60 Mbps from 45 Mbps in the next 2-3 weeks; Miguel will keep the community posted.
- ***Kitchen/Bathroom Hygiene:*** People are using the kitchen after and dumped trash 11:00 p.m. Trash, in this case, will stay overnight until the cleaning staffs come in the morning. This attracts the cockroaches.
 1. Educate people new comers (non-EWC by Housing and EWC by us during the new student orientation) about the standard use of kitchens.
 2. Have a represented for each kitchen and have a competition and provide awards to the cleanest kitchen. Latest Update: Discussion now underway with Mendl (who has agreed in principle) for Kitchen Reps.
 3. Come up with a standard and manual for kitchen use and distribute them to the residents. Cooking activities should be monitored by Kitchen Reps. Allen (HM Rep) tasked to articulate standards in a manual (perhaps copy an existing one) to either be posted online or handed to new students.
 4. Show clips for kitchen use at WES and movie night.
 5. In the wake of amazing video created by Rebecka for Sustainability, HM and HK Rep will work on a similar video. Link to the video is provided below:
<http://www.youtube.com/watch?v=gCw7Eu019JY>
 6. Finally, Facilities will change the drainage of the two shower room and two toilets in the units so that the cockroach cannot come out. Moreover, we will get kitchen reps for each kitchen (probably two people) and provide them volunteer hours – we will have them monitor the kitchens.

VICE PRESIDENT'S REPORT (HANNAH):

1. The suggestion boxes will be converted to Suggestions/Concerns Boxes (and should be (re)ainted for better visibility. The new look boxes will also now be used for residents who feel or are concerned about sexual harassment.
2. There is plan for awareness program where everyone on the Board will provide a notion of what sexual harassment is about.
3. President, Vice-President, HM and HK rep to have to undergo capacity building training (The protection of all types of individuals). The HM and HK housing staff must also be trained to ensure resident safety.
4. We will create posters so that people will be aware of each individual's rights.

TREASURER'S REPORT (NIKOLA):

1. We are planning the budgets for upcoming events – Language and Love Concert on the Lawn, Easter Spousal Event.
2. Budget for International Potluck has been accommodated. Cost: \$1,700.
3. Everyone is required to submit budget requirements to Nikola ASAP in order for her to provide us with an ongoing financial statement.
4. The Board is allocated approximately \$12,000 a year. Of that \$12,000, \$2,000 is put aside for the graduation, \$1,000 was spent during the Concert on the Lawn, and \$1,700 was approved for the upcoming International Potluck. Details to be provided after all the figures are in.

SECRETARY REPORT (KOHEI):

1. The profiles of the new EWCPA board members at HM, HK, Burns Hall, and the 301 Lounge will be replaced on Monday, November 8, 2010.
2. Transition Party of old and new EWCPA board member is scheduled next Saturday November 13th at Hale Halawai from 6:00 p.m. to 8:00 p.m. It will be a potluck style gathering.
3. We will do an open house of the EWCPA office (renovated) so that people can come in and observe us at work in your EWCPA office.

ACTIVITIES COORDINATOR(S) REPORT (BRIAN AND ERNST):

1. Shopping shuttle for those who will provide a booth at the International Potluck is schedule on Friday and Saturday (more information forthcoming). Miguel and Kohei to drive.
2. Booth provider should be aware of vegetarians and cultural and religious practices of people in the EWC community. Provide just amount of food for all types of individuals.
3. Label clearly about the ingredients so that people can know what is in the food.
4. Planning for East-West Fest – So far the East-West Fest is scheduled for Sunday, April 10, 2011. The manual from EWF 2010 just arrived from the previous EWCPA board secretary Nezia. There are several positions that are needed for management of the East-West Fest – volunteers, booths coordinator, after-party coordinator, publicity, stage coordinator, t-shirt designer, kids, programmer, scheduler, MC. etc. We will

need a large number of volunteers from the East-West Center Community for the East-West Fest.

5. All the members of the current Board will be asked to participate in the planning committee of the East-West Fest. Although Erenst will be the "officer-in-charge," each of the Board members will be asked to perform one (or more) functions on the Planning Committee. The President has volunteered to be the officer in charge (or co-manage) the publicity for the event.

SUSTAINABILITY CO-COORDINATOR REPORT (REBECKA):

1. Recycling: Need more help from community members and please encourage people to join.
2. Refreshments and volunteer hours are provided every Sundays.
3. Sustainabili-Tea: Thursday, November 11th at noon (even though it's a holiday).
4. There will be a visioning pizza party to get long term ideas.
5. Printing of newsletters for the community.
6. Provide a EWCPA booth at the Earth Day event.

GSO REPRESENTATIVE REPORT (ANJALI):

The EWCPA GSO does not belong to the UH GSO. This is because the EWCPA GSO is not recognized as an official academic department. The EWCPA students will have double opportunities for funding if the EWCPA GSO is recognized by the UH GSO. Therefore, EWCPA students must apply for funding through their departmental GSO at UH.

COMMUNITY SERVICE COORDINATOR REPORT (AUDREY):

Next Tuesday, Audrey will be attending the Lion's club meeting, and others are welcome to attend. Miguel was invited to attend Lion's Club meeting to represent the EWCPA. Double booking prevents attendance at the Lion's Club meeting as Miguel will be visiting with the Alumni on Nov. 9th but he will attend their next meeting.

FRIENDS OF EWC REP REPORT (VIJAYA):

On the day of Thanks Giving November 27, there will be an ice cream social at Hale Halawai.

HALE KUAHINE REP REPORT (TAMMY):

1. Hale Kuahine is doing fine, and no complaints have been reported except for the internet situation.
2. People have been washing dishes and clothes in the shower room because there is no elevator in HK to go down to the kitchen and washing room.
3. There are efforts to warn people to not leave utensils and foods in the kitchen at HK.

SPOUSE REP REPORT (TRANG): (SENT IN VIA EMAIL)

1. Spouses' list: Received 17 confirmations from the couples and families. 11 families are currently staying in the dorm and 6 families are living off campus. There are 10 off campus children.

2. Information packet for families: Collection of information from different sources (government website, friends...) is conducted. These will be combined and consolidate in one file for a manual.
3. Easter activity for children: Easter for the year 2011 will be on Sunday, April 24 2011. We can organize the activity on Saturday April 23 for the children. Further plan is to be discussed.

OPEN FORUM:

1. We need to do fumigation in the kitchen and we will make the cleaning pattern straight. Fumigation date (November 15 will be the first and the second in mid-December) There is annual fumigation schedule and there is also on demands. We will think about future fumigations. Kitchen Reps are essential as we will need to be “ready” come fumigation time. More research into the issue was requested.
2. Moreover, we might be looking for a new Shuttle Coordinator. We will, as a Board, figure out what process is in place to make replacement in the event Board members cannot continue.

Meeting Adjourned 21:12.