



Minutes
Board Meeting: April 6, 2019

Present:

	Name
1.	Layla
2.	Emily
3.	Beth
4.	Cheng-Cheng

5.	Skayu
6.	Reksa
7.	Rodrigo
8.	Andrew

Agenda No.	Agenda Item
19/4/1	Approval of Previous Minutes
19/4/2	Upcoming Board Member Schedules
19/4/3	Year in Review
19/4/4	Community Service Hours
19/4/5	Inventory
19/4/6	Housing Updates <ul style="list-style-type: none"> - Listserv - Security Changes - Smoking Complaints - Theft - Pizza with the President
19/4/7	Upcoming events: <ul style="list-style-type: none"> - End of Year Yard Sale - Homecoming/ Prom (Idea?) - Welcome Back BBQ - Upcoming GSO events <ul style="list-style-type: none"> GSO Coffee Hour Title IX Training for Graduate Students SafeZone Training with Cam from LGBTQ+ Center Therapy Dogs - Summer events
19/4/8	East-West Fest Updates (with Matthew Kelty)



19/4/1 Approval of Previous Minutes

The previous board minutes were approved.

19/4/2 Upcoming Board Member Schedules

Layla reminded the board that she will be off island with limited internet from April 8, 2019 until April 18, 2019. Emily also reminded the board that her family will be visiting soon and will not be readily available for any board tasks that may come up.

19/4/3 Year in Review

Layla asked that each board member write up a short "Year in review" report that can be handed to the next board. She asked that these reports be put into a shared google doc. Things that could be discussed are events that were planned and how they went, money that was spent, and any problems that members may have encountered throughout the year.

19/4/4 Community Service Hours

Layla asked that every board member calculate the number of hours spent working on things for the board throughout the year. Hours could be counted for attending meetings, planning and helping out at events, and any other outside work done for a specific position. Layla offered to make a spreadsheet with all the events from the year to help board members calculate their hours. Layla also asked that once hours are calculated that a form is completed for Layla to approve the hours and send to the education program staff.

19/4/5 Inventory

Layla asked that an inventory is taken of the EWCPA office of both items purchased throughout the year as well as items that are currently in the office.

19/4/6 Housing Updates

**Garrett was not in attendance for this meeting but instead sent a detailed email to both Layla and Beth on housing updates. These items were mentioned in the meeting to make the board aware however the minutes below were taken from the email.

- Listserv
Garrett mentioned that despite earlier conversations with housing staff, a housing-based listerv has not yet been created. He said he will remind the housing staff and try to get an update from them soon.
- Security Changes
There was a recent meeting between housing staff and education program staff. In anticipation of this meeting Garrett asked community members to send emails about their opinions on the new security measures and to express if students are in favor or not of the new measures. It seems that despite survey results and emails that student voices are not being considered in decisions.



- **Smoking Complaints**
Garrett mentioned that recently he has been receiving emails from community members concerned about second hand smoke coming into the building via 3rd floor rooms. He has been asked to send out an anonymous survey to gauge if others living in Hale Manoa are having similar experiences.
- **Theft**
Layla has been receiving emails about theft taking place in kitchens. Layla proposed that this could be another survey question perhaps put on a survey towards the end of the year.
- **Pizza with the President**
Garrett also mentioned that he has had community members ask him if there could be a pizza with the president event before the end of the year. Garrett said he has asked Ann but has not heard back. He mentioned that if other board members have people ask them about this event to encourage them to email Ann and Richard directly.

19/4/7 Upcoming events:

- **End of Year Yard Sale**
Layla briefly talked about having a yard sale for community members to sell items at the end of the year. It was decided that this event will take place on Saturday May 4 from 10am-2pm. Tables will be set out as well as those hoping to sell items encouraged to bring blankets to set out on the lawn in front of Hale Halawai. It was also discussed that there will be no food at this event.
- **Graduation Recognition (Ho'opuka)**
Ho'opuka will take place on Thursday May 2nd from 3-5pm. Layla and Emily are working with Mona to plan this event.
- **Homecoming/ Prom**
Layla and Emily talked about an idea for the turnover event to welcome the new board next year. The proposed event is an 80's prom theme event. More on this event will be discussed next semester.
Layla said she will follow up on this event and how/ when the election will take place next semester.
- **Welcome Back BBQ**
Layla also talked about a welcome back bbq for next semester. It was decided that this event will take place on September 7, 2019. It was decided that the event will be potluck style with community members providing side dishes and the board providing meat and other grilled food.
- **Upcoming GSO events**
Andrew mentioned the following upcoming events from GSO
 - **GSO Coffee Hour**
Tuesday, April 9th @ 12:30-1:30pm in the Japanese Garden
 - **Title IX Training for Graduate Students**
Tuesday, April 16th at 1:30-3:30pm in Kuykendall 106



- SafeZone Training with Cam from LGBTQ+ Center
- Therapy Dogs
Tuesday April 30th @ 2-3:30 in Kuykendall 106
- Summer events
Layla asked Rodrigo to host two events this summer.

19/4/8 East-West Fest (with Matthew Kelty)

Matthew Kelty joined the last part of the board meeting to discuss East-West fest taking place the next day. The board discussed having a breakfast for the board and the EWF planning teams in the morning from 9:30-11. Matthew was asked to spread the word to the EWF teams.

Matthew mentioned that Ann will need help in the morning to set up food for performers. Beth and Emily volunteered to help.

Matthew also asked that board members be available to help set up from 11am-2pm and take down from 6pm-8pm.

Layla handed around a sign-up sheet asking board members to sign up for one hour shifts at the EWCPA table selling shirts and drinks.