

East Hawaii NARPM Chapter Board Minutes
Meeting Minutes
May 23, 2013
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Immediately following the adjournment of the regular monthly meeting of members, President Kevin Aoki called to order the meeting of the Board of Directors.

PRESENT

Kevin Aoki, Sherry Jordan, Donica Stephenson, Kristin Mikami, and Linda Lodge

BY LAWS UPDATE

The president distributed the working draft of the chapter's By Laws and asked for input on resolving several outstanding items. Following a brief discussion and review, it was moved by Sherry Jordan, second by Donica Stephenson, and carried that the By Laws be adopted and forwarded to the personnel responsible for recording and filing with the application for "Not for Profit" tax status.

ANNUAL EXHIBIT

After a brief discussion the President stated he will file the annual exhibit document. No motion required.

FUTURE LOCATIONS FOR REGULAR MEETINGS

Following a brief discussion on alternative meeting sites several suggestions were offered for consideration including:


Kevin recommended for summer time in September as a change of venue, an outdoor meeting. Another possibility is Kevin's parking lot. For an outdoor experience, there is a park off Kumukoa Street by Kalili Street, known as University Heights Park that might be a possibility.

Kevin has a pop up tent, tables, chairs, paper products. We can order catering. Sherry also has paper products. Send out a **blast** with a signup sheet for another cooler, three requests for desert, someone to volunteer to pick up food if needed, and two more pop up tents. Minutes will be provided to membership for approval.

ADJOURNMENT

There being no further business, it was moved by Sherry Jordan and seconded by Kristin Mikami to adjourn.

Adjourned at 2:00pm.


Submitted by:
Linda Lodge
Secretary

East Hawaii NARPM Board Minutes

Meeting Minutes

June 27, 2013

Board meeting of the East Hawaii National Association of Residential Property Managers was called to order at 12:15 pm on June 27, 2013 at Kevin Aoki's Office by President Kevin Aoki.

Present:

Kevin Aoki, Sherry Jordan, Donica Stephenson, Kristin Mikami, and Linda Lodge

Turned over Revised By Laws to Sherry Jordan.

Went over revisions to State annual exhibit. Kevin turned over exhibit to Sherry Jordan to file.

Reviewed Brochure will get approval from Richard Vierra.

Treasurer Report handed out by Sherry Jordan

Discussed future meetings:

1. July meeting in Waimea.
Kevin will look into getting name badges.
2. August is a board meeting
3. September will ask ProVision Technologies regarding photovoltaic topic will ask for them to bring a photovoltaic exhibit and will have meeting in Kevin's parking lot.
Kevin Tables and chairs table coverings (paper), trash bags
Kristen Cooler
Sherry drinks 1 case each of water and juice
Order food from Liko Lehua they will deliver

Reviewed Chapter of Excellence. Kristin will complete application.

PlayHouse project cancelled.

Donica Stephenson to be leaving EH Narpm.

Kristen Mikami will assume Vice President position

Motion to Adjourn 1:45 pm

Moved by Sherry Jordan

Seconded by Donica Stephenson

Submitted by Linda E. Lodge, Secretary

East Hawaii NARPM Regular BOARD Meeting

Board meeting of the East Hawaii National Association of Residential Property Managers was called to order at 12:00 pm on August 22, 2013 at Kevin Aoki's Office by President Kevin Aoki.

Present:

Kevin Aoki, Sherry Jordan, Kristin Mikami and Linda Lodge

Absent - Vice President Donica Stephenson left in August 2013 – need to fill the office per bylaws:

Section F: Filling A Vacated Office

In the event that the position of president is vacated, the president-elect shall automatically fill that position and shall continue to serve as both president and president-elect. In the case of other officers, a vacated office shall be filled.

- 1. When: When more than three (3) calendar months remain before the next election at which the vacancy shall be filled.*
- 2. Procedure: By an individual nominated and approved by the executive committee.*

MINUTES:

Minutes of the previous board meeting were deferred. The Secretary pointed out that a correction to the minutes of the General Membership meeting dated June 20, 2013, was required to reflect that the deadline for the Chapter of Excellence award deadline should be August 1, 2013 instead of 8/31, 2013.

TREASURER REPORT:

The treasurer's report was handed out by Sherry Jordan, reviewed and placed on file.

EAST HAWAII NARPM BROCHURE:

The local chapter brochure was distributed for review and comments.

CHAPTER OF EXCELLENCE:

After a review and discussion on participation of the Chapter of Excellence award, it was decided that as not enough points had been accumulated the board would defer further action until next year.

HABITAT FOR HUMANITY:

Following a request by a chapter member to participate in this year's Habitat for Humanity event, the board after a brief discussion reaffirmed its prior action not to participate this year's event and directed the Secretary to notify the membership of the board's decision.

East Hawaii NARPM Regular BOARD Meeting

SAINT JOSEPH'S CARNIVAL:

On a motion by Sherry Jordan, it was seconded by Kristin Mikami and carried, to participate in Saint Joseph's Carnival in October 2013.

GENERAL MEMBERSHIP PICNIC MEETING FOR SEPTEMBER:

a review of the delegated responsibilities follows:

Location - Picnic on September 19th in the parking lot of Property Professionals.

- Free lunch for all property manager
- As a membership drive invite non-members property managers
- Kevin to BBQ Teriyaki beef
- Kevin to provide tents and chairs, coolers, trash bags
- Kristin to bring toss salad and two dressings, cupcakes
- Sherry to bring Paper products, ice , bottled water and juice drinks
- Linda received approval for parking at RSM, Inc.

Reminders:

- Bring Banner
- Signup sheet,
- New member applications
- EH NARPM Brochures to be handed out

ADJOURNMENT:

There being no further business the meeting was adjourned on a motion by Sherry Jordan and seconded by Kristin Mikami at 1:05pm.

Submitted by Linda E. Lodge

Kristin Mikami

From: Kevin Aoki
Sent: Wednesday, November 27, 2013 12:26 PM
To: 'Ritchie Henderson'; 'Kristin Mikami'; cyndyS@daylum.com; 'Sherry Jordan'
Cc: 'Linda Lodge'
Subject: RE: Electronic Meeting in Lieu of Regular Board (Executive Committee) Meeting

YES!

Kevin K. Aoki, Realtor (B)
PROPERTY PROFESSIONALS HAWAII LLC
93 Kohola St.
Hilo, HI 96720

(808) 935-4411
(808) 935-7755 fax
propertyproshawaii.com
kevin@propertyproshawaii.com



PROPERTY PROFESSIONALS

PROPERTY PROFESSIONALS HAWAII LLC

From: Ritchie Henderson [<mailto:ritchie@rinvest.com>]
Sent: Tuesday, November 26, 2013 10:58 AM
To: Kevin Aoki; Kristin Mikami; cyndyS@daylum.com; Sherry Jordan
Cc: 'Linda Lodge'
Subject: Electronic Meeting in Lieu of Regular Board (Executive Committee) Meeting
Importance: High

November 26, 2013

Special Board Meeting by Email
The East Hawaii Chapter of NARPM

Board Members:

This email will serve to conduct the chapter's business as required in the Bylaws. The purpose is to process business that needs to be disseminated to the membership prior to the last regular membership meeting of the chapter.

Agenda:
Acceptance of the Nominating Committee's Report.

Attached please find the Nominating Committee's Report of the officer nominee's for ensuing year 2014. This slate of nominees have the necessary standing and have agreed to hold office for the upcoming year. As submitted, all offices are uncontested. The President will conduct the electoral process at next month's meeting, at which time Nominations from the floor will be accept – if any. Upon close of nominations, without any further names put forward, the uncontested slate will be duly elected.

The Executive Committee, in accepting the Nominating Committee's Report will instruct the Secretary to email the report to the chapter membership for review.

At the regular December meeting the President will physically accept a copy of the report and read the names so nominated to the membership in attendance, followed by opening nominations from the floor.

To complete this electronic meeting, please respond 'Reply All' and vote in the affirmative – yes; and this will conclude the meeting.

Submitted by,
Linda Lodge

No virus found in this message.

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Version: 2013.0.3426 / Virus Database: 3629/6870 - Release Date: 11/26/13