

Hawai'i Alpha Delta Kappa  
Minutes of the Sixth Executive Board Meeting  
Virtually on Zoom  
Saturday, April 18, 2020

- I. Call to Order – Meredith Ching
  - A. The Sixth Executive Board Meeting was called to order by State President Meredith Ching at 10:08 a.m.
  - B. Attendance: Louise Cayetano, Jeanne Chang, Meredith Ching, Joy Davis, Betty Jo Evers, Amy Katsumoto, Gayle Lum, Ethel Murakami, Myrna Nishihara, Kitty Nutting, Valerie Okihara, Cindy Razga, Carole Takehara, Joan Tamori, Jocelyn Tengan, Heidi Tokuda, Sylvia Wee, Naomi Yap, Betty Yoshida, Tina Young
  
- II. Approval of 5<sup>th</sup> Expanded Executive Board Meeting Minutes – Cindy Razga
  - A. Minutes of the 5<sup>th</sup> Expanded Executive Board Meeting have been circulated.
  - B. There were no additions or corrections.
  - C. The minutes of the 5<sup>th</sup> Expanded Executive Board Meeting were approved as circulated.

III. Officer Reports

A. Corresponding Secretary - Heidi Tokuda  
Sympathy cards were sent; and Christmas cards and thank you notes were received.

B. Treasurer – Jocelyn Tengan

1. Checking account

Balance as of November 24, 2019	\$23,974.60
Income	\$12,632.85
Sub Total	\$36,607.45
Expenditures	<u>\$ 4,926.78</u>
Balance as of March 31, 2020	\$31,680.67
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2. Savings Account

Balance as of November 24, 2019	\$ 10,389.97
Interest	\$ 0.71
Deposit Memorial Fund	\$ 155.00
Balance as of March 31, 2020	\$ 10,545.68
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IV. Ratification of Two Email Votes – Meredith Ching

A. Kennedy Theatre Production and Date

The email ratification vote question was: Shall the Kennedy Theatre play, set for September 27, 2020 be approved? This was unanimously ratified.

- B. Rescheduling of State Convention Date to June 11-12, 2020  
The 2<sup>nd</sup> email vote was unanimously ratified. The date of the State Convention will be June 11-12, 2020.
  
- V. Approval of Proposed Amended Hawai'i Alpha Delta Kappa Bylaws – Amy Katsumoto
  - A. Amy Katsumoto, Chairperson of the Bylaws Committee, moved that we approve the Proposed Amended Hawai'i Alpha Delta Kappa Bylaws as circulated.
  - B. The motion was adopted. The Executive Board approved the Proposed Amended Hawai'i Alpha Delta Kappa Bylaws as circulated.
  
- VI. Adoption of Proposed Revised Policies and Procedures– Amy Katsumoto
  - A. Amy Katsumoto, Chairperson of the Policies Committee, moved that we adopt the Proposed Revised Hawai'i Alpha Delta Kappa Policies and Procedures as circulated.
  - B. The vote was unanimous, and the motion was adopted.
  - C. The Proposed Revised Hawai'i Alpha Delta Kappa Policies and Procedures was adopted as circulated.
  
- VII. Approval of Proposed Budget Guidelines with Rationale and Proposed Budget – Joy Davis
  - A. Proposed Budget Guidelines with Rationale
    - 1. Joy Davis, Chairperson of the Budget and Finance Committee, reported that there were no unresolved questions.
    - 2. The Budget and Finance Committee recommended that the Executive Board approve the Proposed Budget Guidelines with Rationale.
    - 3. The Executive Board voted and unanimously approved the Proposed Budget Guidelines with Rationale.
  - B. Proposed Budget
    - 1. The Budget and Finance Committee recommended that the Executive Board approve the Proposed Budget.
    - 2. The Executive Board voted and unanimously approved the Proposed Budget.
  
- VIII. Unfinished Business
  - A. Cancelling of the June 11–12, 2020 State Convention – Ethel Murakami
    - 1. Ethel Murakami, Tri-chairperson of the State Convention Committee, moved that the Hawai'i State Convention scheduled on June 11-12, 2020 at the Ala Moana Hotel be cancelled.
    - 2. The vote was unanimous, and the June 11-12, 2020 Hawai'i State Convention at the Ala Moana Hotel is cancelled. The motion was adopted.
  - B. Approval of the 25<sup>th</sup> State Convention Minutes – Louise Cayetano
    - 1. Amy Katsumoto, the Immediate Past State President, appointed Louise Cayetano (Epsilon), Rebecca Kim (Epsilon) and Kay Shoji (Kappa) to approve the minutes of the 25<sup>th</sup> State Convention.

2. Louise Cayetano reported that the committee met and approved the minutes as circulated.
3. There were no additions or corrections, so the minutes were accepted as approved.

IX. New Business

A. Suspension of Bylaws

1. Amy Katsumoto moved to suspend the articles from the International Bylaws: Article VII Section 2 d on Election of Officers and Article XII Section 2 on State Convention purposes. Jeanne Chang seconded the motion.
2. The vote was unanimous. The Articles VII Section 2 d and XII Section 2 were suspended.
3. The suspension permits the use of electronic voting for Convention business purposes.

B. Nominations and Slate of State Officers

1. Carole Takehara, Chairperson of the Candidate Qualifications Committee reported that the committee reviewed the nominees for each office. As of the deadline for nominations, there were vacancies for President-Elect and Historian.
2. Meredith Ching reported the following:
  - a. Susan Okano withdrew her nomination as Sergeant-at-Arms. Susan Okano was nominated for the office of President-Elect by Phyllis Horita.
  - b. Joy Koyanagi was nominated for the office of Historian by Jean Kiyabu.
  - c. Joan Tanigawa was nominated for the office of Sergeant-at-Arms by Verna Rabacal.
  - d. In accordance with the International Bylaws, Article VII Section 2 c, the nominees consented to their nominations. Carole Takehara, Chair of the Candidate Qualifications Committee, certified them as eligible for their respective offices. Susan Okano, Joy Koyanagi and Joan Tanigawa were placed on the slate of officers.
  - e. The complete slate of nominees included:

President-Elect	Susan Okano	Nu
Recording Secretary	Cathy Lynne Fong	Theta
Corresponding Secretary	Christine Taylor	Eta
Treasurer	Jocelyn Tengan	Gamma
Historian	Joy Koyanagi	Alpha
Sergeant-at-Arms	Joan Tanigawa	Lambda
Chaplain	Leah Aiwohi	Mu

C. Election

1. Since there was only one nominee for each office on the slate, President Meredith authorized the Recording Secretary to cast the elective vote, in accordance with Article VII Section 2 d of the Hawai'i Alpha Delta Kappa Bylaws.

2. The Recording Secretary cast the ballot and President Meredith officially declared these officers duly elected.

D. Executive Board 2020-2022

In addition to the newly elected officers are: Jean Suzuki elected as President of the Council of Chapter Presidents; Jeanne Chang, HAΔK President and Meredith Ching, Immediate-Past HAΔK President.

X. Voting Procedures

Approval of the 25<sup>th</sup> Hawai'i State Convention Minutes; Adoption of the Amended Hawai'i Alpha Delta Kappa Bylaws for 2020 to 2022; and the Adoption of the Hawai'i Alpha Delta Kappa Budget Guidelines with Rationale and Budget for 2020 to 2022 will be conducted online within the next month.

XI. Announcements:

A. Louise shared an example of world understanding. Her grandson sent her silk cloths from Afghanistan, one of which was used as her backdrop for this virtual meeting.

B. Meredith thanked everyone for attending the virtual meeting; her advisors for their help shaping the business, suspension of bylaws and voting; Tina and Val for helping with the virtual meeting and polling; and the Executive Board for their work during this past biennium.

C. A small gift from Meredith is forthcoming as we are the light of AΔK and each of us has shone our lights throughout this biennium.

D. Kitty Nutting and Betty Jo Evers shared words of thanks, and their appreciation and love to the Hawai'i sisters.

XII. The meeting was adjourned at 10:48 a.m.

Respectfully submitted by,

Cynthia Razga

HAΔK State Recording Secretary