



University of Hawai'i at Mānoa

Board of Publications

Co-curricular Activities, Programs, and Services
1755 Pope Road, Bldg. 31-D
Honolulu, Hawai'i 96822

Minutes of Meeting #1

August 31, 2006

Campus Center Room 220

6:00 p.m.

I. OPENING

A. Call to Order

The 1st Meeting of the Board of Publications, UHM, was called to order by Paulo Maurin at 6:34 p.m.

B. Attendance

Members

Present: Paulo Maurin, Amanda Corby (6:47 p.m.), Carl Polley, Grant Chartrand, Jay Chrisman, Luis Concepcion, Joseph Hanley, Matthew Lum, Lori Ann Saeki.

Absent: Jonathan Lillie, Wayne Kawamoto.

Program Heads

Present: Danielle Flud, Edgar Lobachevskiy, Julia Wieting.

Absent: Kristine McCourt.

Support Staff

Present: Bob Duesterhaus, Jay Hartwell, Marlene Mattos.

Absent: Jim Reis.

Guest(s): Naomi, Kimberly Shigeoka, Christopher Niemczyk.

II. REPORTS

A. Standing Committees

There were no reports for the standing committees, as they were yet to be assigned.

B. Departments & Programs

1. *Ka Leo O Hawai'i*

Things going well; all editors hired; currently hiring for an Associate Editor. Editorial training session with Robert Lopez happening September 3-4, 2006. Working with Advertising on website to move forward with video/audio additions to the web; staff currently uses personal equipment to get video/audio files. Expanding paper to include: Water Log Page, Surf Report, Weather Report.

2. BOP Advertising

Still testing the water to see what works, what doesn't. Would like to hire an additional four Advertising Representatives; would like to ideally have 8-10 reps on staff. Tomorrow, September 1, 2006, will be the first training session with three new Advertising Reps. Some successes: trying to reestablish ad contacts across state and nation. Bad news: not receiving positive feedback from clients because not receiving response from advertising in Ka Leo. Another big problem: printing quality is bad, which are leading to multiple make good ads. Another thing affecting readership is the newspaper bundles are not untied and therefore students cannot easily pick up an issue. Looking forward to new website for new opportunities.

3. *Ka Lamakua*

Have launched website on Aug 3, 2006; third issue is coming out on Monday, September 4, 2006. Trying to get writers; there is one unfilled staff position; firming up the production schedule; setting staff expectations. Challenges include: lack of additional Contribute site licenses, computer limitations, keys to building.

Bob updated about space allocation at Beau Press bldg.

III. UNFINISHED BUSINESS AND GENERAL ORDERS

None.

IV. NEW BUSINESS

A. Election of Officers

Paulo Maurin announced that he would be resigning as BOP Chairperson at the close of this meeting due to school, work and personal commitments. Floor opened to nominations for the 2006-2007 Chairperson of the Board of Publications. Amanda Corby nominated Carl Polley, who accepted the nomination; no other nominations; no objections.

Motion by Amanda Corby to confirm Carl Polley as Chairperson of the Board of Publications for the 2006-2007 term; second by Luis Concepcion.

Motion passes by a vote of 8 for, 0 against, 0 abstentions.

Floor opened to nominations for the 2006-2007 Treasurer of the Board of Publications, previously held by Carl Polley. Luis Concepcion nominates Paulo Maurin, who declined the nomination; Grant Chartrand self-nominated himself; Luis Concepcion nominated Jay Chrisman, who declines the nomination; no other nominations; no objections.

Motion by Carl Polley to confirm Grant Chartrand as Treasurer of the Board of Publications for the 2006-2007 term; seconded by Amanda Corby.

Motion passes by a vote of 8 for, 0 against, 0 abstentions.

B. Standing Committee Appointments

Executive – Carl Polley (chair), Amanda Corby, Grant Chartrand, Wayne Kawamoto.

Tasked with setting agenda, meeting with program heads.

Screening – Amanda Corby (chair), Jay Chrisman, Luis Concepcion, Joseph Hanley.

Tasked with interviewing new board members, ongoing board recruitment.

Personnel – Lori Ann Saeki (chair), Paulo Maurin.

Tasked with ensuring smooth Ka Leo EIC transition at end of Fall 2006 semester, EIC evaluations and program head recruitment.

Planning & Finance – Grant Chartrand (chair), Carl Polley, Paulo Maurin, Luis Concepcion, Matthew Lum.

Tasked with budget and RFP evaluation.

Rules & Policy – Jay Chrisman (chair), Joseph Hanley.

Tasked with general review of BOP rules.

C. Confirmation of BOP Advertising Manager

After receiving only one application for the position of Advertising Manager, the BOP authorized Marlene Mattos to appoint an Interim Advertising Manager in April 2006. Edgar Lobachevskiy was appointed. A second application was submitted for the position in May 2006 but was later withdrawn in July 2006.

Motion by Carl Polley to confirm Edgar Lobachevskiy as Advertising Manager of the Board of Publications for the 2006-2007 term; second by Jay Chrisman.

Motion passes by acclamation.

D. Recommendation by Executive Committee Regarding Reversal of “All-Man’s” GPA Rule

Executive Committee recommended to the board to allow anyone in good standing at UHM to be allowed to participate as a board member.

Motion by Luis Concepcion to reverse “All-Man’s” GPA and allow any student in good standing to be a board member; second by Matthew Lum.

Motion passes by acclamation.

D. Scheduling of General Board Meetings for the Fall 2006 Semester

General Meeting #2 – September 28, 2006

General Meeting #3 – October 26, 2006

General Meeting #4 – November 30, 2006

V. CLOSING

A. Open Forum

Jay Hartwell announced that he will be submitting a proposal to Planning & Finance for \$6,500 for more powerful computers for video/audio editing, etc.

Matthew Lum asked for RFP clarifications.

Danielle Flud announced that staff members do not have equipment to do video/audio editing and that personal equipment currently being used; would like to create a graphic for the Ka Leo masthead; inquired on Marketing and Human Resources positions.

Kimberly Shigeoka offered to do a project for the BOP for her HRM class.

Jay Hartwell thanked Paulo Maurin for dedication, leadership and effort at the BOP.

B. Announcements

Chris Niemczyk announced that he stepped down from the BOP in the summer since he is now serving as a Graduate Student Organization member; he would like to stay on as an Associate Board Member.

C. Adjournment

Carl Polley moved to adjourn the meeting at 6:46 p.m., second by Matthew Lum.

Motion passes by acclamation. The meeting was adjourned at 6:46 p.m.

Submitted by:

Signature on file

Marlene Mattos

Business Manager, Board of Publications, UHM

Approved on this date of: 10/26/2006

Signature on file

Carl Polley

Chair, Board of Publications, UHM

Signature on file

Amanda Corby

Vice Chair, Board of Publications, UHM