

**Na Wai Ola PCS  
Governing Board Meeting Minutes  
Date \_\_\_\_\_  
May 11 Special Session**

	<b>Na Wai Ola PCS Governing Board Meeting Minutes Date _____ May 11 Special Session</b>
<b>CALLED TO ORDER</b>	4:12 PM
<b>ATTENDEES</b>	Melissa Costa, acting chair; Melissa Andaya, business manager, Kiara Bianchi, member; Lore-Lin Makaiwi, member; Jason Wong, member, Charley Mapa, member, Mary Quijano, secretary; Daniel Caluya, director.
<b>APPROVAL OF MEETING MINUTES</b>	n/a
<b>DIRECTOR'S REPORT</b>	Mayor Kenoi promised to try to get school a grant for next year of approx 50k, plus an additional 20K for two vans. Councilman Paleka is sending a proposal to County Council to get an ok for school to continue to use Park Facilities - including placement of modular on playground - for an additional 3 years. June 10th will be Caluya's last day. Chair asked about PreK license for occupancy. Caluya responded that it is a go to put them in the hall, already have the ADA ramp and update nearly completed. Need to allow space for 20 children. Deanne agreed after she was shown the retrofit. She is holding \$30k for the retrofit. Special use permit was grandfathered in. Work needs to be completed by July 1, 2016 to get license. Steve will be completing it.
<b>TREASURER'S REPORT</b>	<p>Melissa Andaya gave best and worst case scenarios based on expected revenue at/by end of year. Best case is that we would have an extra \$30K (approximately) at end of year after paying all payroll, but deferring all May and June bills. Worst case is that we would be \$27K short of making July 5 payroll, and paying no bills. This would be if we didn't get ANY of the PreK reimbursements and Feb through June Fed Lunch program reimbursements. Likelihood is that we would get at least some. If we were to count in paying all bills for those two months as well as payroll, plus the two months surplus we should have, we could actually be \$102K in the red in worst case scenario. Melissa submitted list of businesses that have agreed to wait until July to get paid, total deferred is \$28,950. Board went over the spreadsheet of outstanding revenues, salaries, non-revenues and bills. Discussed how salaries are determined. Kiara asked about possible salary errors, pointing out the amount from 5/5 to 7/5 of \$177, 031 doesn't match what Bonnie projected. Other questions about salary amounts that don't seem to make sense/are too high. Question about how much is left in paybacks for salary advances: presently down to \$1100.</p> <p>Move into executive session to discuss confidential financial/salary matters at 5:25 PM. Move out of executive session at 6:03 PM</p>
<b>OLD BUSINESS</b>	<p>Charlie moves to go into executive session @ 5:25 pm, LM seconds; motion passes unanimously.</p> <p>Jason moves to come out of executive session at 6:03 pm, Charlie seconds; motion passes unanimously.</p>

<b>NEW BUSINESS</b>	None
<b>ANNOUNCEMENTS</b>	none
<b>ADJOURN</b>	6:12 PM
<b>EXECUTIVE BOARD CONTACTS</b>	