

DEPARTMENT OF BUSINESS, ECONOMIC DEVELOPMENT & TOURISM (DBEDT)

MINUTES OF THE COMMISSION ON THE 13TH FESTIVAL OF
PACIFIC ARTS & CULTURE (FESTPAC) MEETING
WEDNESDAY, AUGUST 15, 2018, AT 10:00 A.M.
HAWAI'I CONVENTION CENTER
1801 KALĀKAUA AVE., BOARD ROOM A
HONOLULU, HAWAI'I 96815

Commission Members Present were:

J. Kalani English, Chair	-	Senate President's Designee
Kamana'opono Crabbe	-	Office of Hawaiian Affairs
Lynn Decoite	-	House Speaker's Designee
Kalani Ka'anā'anā	-	Hawai'i Tourism Authority Designee
Misty Kela'i	-	City & County of Honolulu Designee
Dennis Ling	-	DBEDT's Designee
Monte McComber	-	Governor's Designee

Guests:

Jacob Aki	-	Senator English's Office
Rebecca Crall	-	Representative DeCoite's Office
James Huang	-	Taiwan Economic & Cultural Office (TECO)
Michi Moore	-	Senate Communications
Michael Pili Pang	-	PA'I Foundation

Staff:

Margaret Ahn	-	Deputy Attorney General
Jamie Lum	-	DBEDT
Selma Malcolm (Recording)	-	DBEDT

Apologies for Absence:

Snowbird Bento	-	Community Member
Māpuana de Silva	-	Community Member

CALL TO ORDER:

The meeting was called to order by Chair English on Wednesday, August 15, 2018, at 10:07 a.m., who welcomed everyone present.

APPROVAL OF JULY 18, 2018 MEETING MINUTES:

Minutes of the meeting held on Wednesday, July 18, 2018, were approved on a motion by Mr. Kalani Ka'anā'anā and seconded Ms. Misty Kela'i.

The motion was passed unanimously.

OLD BUSINESS:

Regarding the informal discussion with the U.S. Customs and Border Protection (CBP) at the July 18, 2018, meeting; Chair English will prepare a special report based on the information received from CBP to be placed on a future agenda for discussion/decision making/ and/or recommendation.

Festival Director's Report

In the absence of Ms. Vicky Takamine, Mr. Michael Pili Pang of PA'I Foundation, presented the Director's Report. He reported the following:

A. Follow-up on Draft Resolution Supporting FESTAC to present to the University of Hawai'i Board of Regents:

The Commission reviewed the draft resolution and accepted the changes proposed by Ms. Margaret Ahn, Deputy Attorney General. The resolution will be finalized and presented to the Chair of the University of Hawai'i Board of Regents for approval by their Board.

B. Update on FESTPAC Fundraising Efforts, Budget, Venues, Events, Logistics, Public Relations, Website, Social Media and other Online Presence:

Fundraising: An application is being submitted to the National Endowment for the Arts (NEA) Our Town Grant for \$200,000 (matching) for the Festival Village. The due date is August 21, 2018.

Chair English strongly suggested that PA'I Foundation arrange a meeting with Beth Lum, who was a major fundraiser for IUCN and is willing to assist with our fundraising.

Further contacts were made with several organizations/individuals including the Mayor, City & County of Honolulu; Office of Hawaiian Affairs (Kamana'opono Crabbe/CEO); Kamehameha Schools (Kau'i Burgess, Randie & Jamie Fong); John Burns School of Medicine (Keawe'aimoku Kaholokula) and the Royal Hawaiian Center (Monte McComber/Aaron Sala) requesting letter of commitment/support regarding FESTPAC.

Financial Statement between July 1- 31, 2018: The total Expenses incurred by PA'I Foundation was \$8,256 (Salaries - \$8,250 and Program Expenses - \$6.00). During that period, \$266.47 was incorrectly reimbursed to PA'I in check #1000. That amount was deducted from check #1001.

Bank statements from May 31 to July 31, 2018, for the checking and Certificate of Deposit (CD) accounts were reviewed. The CD for \$25,000 matured August 23, 2018, with an automatic renewal of 0.45 percent earning at maturity of \$28.36 rolled into the account balance.

Follow-up meetings were held with Mokauea Fishing Association, Mokauea Fishing Village regarding the arrival/storage of the canoes, etc.

Public Relations: Mr. Pili Pang stated that PA'I Foundation is currently working with the Jacobe Group and is in the process of formalizing a proposal. Chair English was not impressed with the quality of the proposal submitted. He suggested that PA'I Foundation issue a request for proposals from other public relations companies/groups.

Mr. Ka'anā'anā offered to share the HTA's RFP with PA'I Foundation so that some similar language could possibly be included in the RFP. He stated that part of HTA's role is to leverage FESTPAC as a way to attract visitors, so it seems to make sense to include some of the same language from HTA's RFP in the FESTPAC RFP.

Discussion re Website, Social Media and other Online Presence: Chair English stressed the importance and the urgency of FESTPAC having its own dedicated website. He stated that several members (including himself) have been receiving inquiries from people in the Pacific and other regions requesting information on FESTPAC.

Mr. Ka'anā'anā noted that HTA is promoting the Festival through its network and it is difficult to explain to the wholesalers, etc., how to access FESTPAC information through PA'I Foundation's website. The sooner we can get our own dedicated website, the faster we can build attendance. Although we are about 18 months out, not having the social media ready to go will make it difficult to secure sponsors for the Festivals. The primary mission of the Commission is fundraising, and if we do not have that, we cannot drive home the sponsorships either. Chair English strongly urged PA'I to expedite the website as the social media and other online presence are very important.

NEW BUSINESS:

Selection of Another Commission Member to Chair the September Meeting in Chair English's Absence:

Motion was made by Rep. Lynn DeCoite and seconded by Mr. Monte McComber to select Mr. Kalani Ka'anā'anā to chair the September 12, 2018, meeting in the absence of Chair English.

The motion was passed unanimously.

SB 2693 relating to FESTPAC: Mr. Ling reported that DBEDT submitted the request for the Governor's approval to release the funds.

Motion was made by Rep. Lynn DeCoite and seconded by Mr. Dennis Ling that of the \$950,000, the Governor will withhold \$95,000, the Commission will hold \$100,000 for administrative expenses and an audit of the Festival upon completion, and the remainder will go to the contractor.

The motion was passed unanimously.

Chair English thanked everyone for attending the meeting, especially Mr. Ka'anā'anā for hosting.

NEXT MEETING:

The next meeting is scheduled for Wednesday, September 12, at 10:00 a.m., at the Hawai'i Convention Center.

ADJOURNMENT:

The meeting adjourned at 10:24 a.m.

Respectfully submitted,



9/7/2018

Senator J. Kalani English
Chair

Date