



HO'OU LU LĀHUI
Regenerating Oceania
13th Festival of Pacific Arts & Culture
Hawai'i 2024

MINUTES OF THE COMMISSION ON THE 13TH FESTIVAL OF
PACIFIC ARTS & CULTURE (FestPAC) MEETING

MONDAY, JULY 26, 2021 AT 2:30 PM

VIA VIRTUAL APPLICATION ZOOM: VIDEO / AUDIO CONFERENCE

Commission Members Present were:

- | | | |
|------------------------|---|---|
| Kalani Ka'anā'anā | - | Hawai'i Tourism Authority (HTA) Designee |
| Maenette Ah Nee-Benham | - | Governor's Designee |
| Snowbird Bento | - | Community Member At-Large |
| Jarrett Keohokālole | - | Senate President's Designee |
| Jamie Lum | - | Department of Business, Economic Development
and Tourism (DBEDT) |
| Richard Onishi | - | House Speaker's Designee (Arrived at 2:31 pm) |
| Makanani Salā | - | City and County of Honolulu Designee |
| Hinaleimoana Wong-Kalu | - | Office of Hawaiian Affairs (OHA) Designee
(Arrived at 2:33 pm) |

Guests:

- | | | |
|----------------------|---|--|
| Kieleku Amundxon | - | Mayor's Office of Culture and the Arts |
| Jackie Burke | - | Public Member |
| Mamiko Carroll | - | Public Member |
| Ilihia Gionson | - | Native Hawaiian Hospitality Association
(NaHHA) |
| Lynn Martin Graton | - | Public Member |
| Kealii Haverly | - | Polynesian Cultural Center |
| Ngahiraka Mason | - | Public Member |
| June Matsumoto | - | Pacific Islands Institute |
| Aaron Salā | - | University of Hawai'i/Royal Hawaiian Center |
| Malia Sanders | - | Native Hawaiian Hospitality Association
(NaHHA) |
| Kanoe Takitani-Puahi | - | Native Hawaiian Hospitality Association
(NaHHA) |
| Pris Texeira | - | Public Member |
| Kalei 'Uwēko'olani | - | Public Member |

Staff:

- | | | |
|-----------------|---|-------------------------|
| Margaret Ahn | - | Deputy Attorney General |
| Marlene Hiraoka | - | DBEDT |

Timothy Tiu - DBEDT
Scott Tome - DBEDT

Apologies:

Māpuana de Silva - Community Member At-Large

CALL TO ORDER

The meeting was called to order by Chair Kalani Ka‘anā‘anā at 2:30 p.m., who welcomed everyone present via ZOOM and Facebook Live.

Chair called upon Ms. Kalei ‘Uwēko‘olani from the island of Maui who was invited to do the *wehena* (opening). Ms. ‘Uwēko‘olani introduced herself as the *kanaka Hawai‘i* (Hawaiian Programming Manager) for the Grand Wailea Hotel. She expressed thanks for inviting her to do the *wehena*.

Ms. ‘Uwēko‘olani provided an introduction of the legends and stories of Maui. Her role at the Grand Wailea is to educate team members, visitors and other ‘*ohana* (families) to share a sense of place, a sense of serving and maintaining the importance of value, history and especially culture. She presented visuals of the Grand Wailea’s property and shared stories about the legend of Maui’s journey to Hawai‘i which she also shares with new employees. She expressed that in her role, it is her *kuleana* (privilege and duty) to continue to tell stories so that guests are more engaged, involved and appreciative of the host culture. She expressed appreciation for allowing her to share.

Chair thanked Ms. ‘Uwēko‘olani and noted that she is one of the up-and-coming stars within the visitor industry.

PUBLIC TESTIMONY ON AGENDA ITEMS

Chair invited members of the public to testify on the agenda items. Hearing none, he continued with agenda items.

APPROVAL OF JUNE 7, 2021 MEETING MINUTES

The minutes were distributed and reviewed by Commissioners. Chair asked Vice-Chair Salā to conduct this portion of the agenda since he did not attend the last Commission meeting. Vice-Chair asked if there were any comments or changes to the minutes. Hearing none, she asked for a motion. A motion was made by Ms. Bento and seconded by Ms. Ah Nee-Benham to adopt the minutes unamended. A roll call vote was requested with the following Commissioners approving the motion to approve the minutes: Chair Ka‘anā‘anā, Vice-Chair Salā, Ms. Lum, Ms. Wong-Kalu, Mr. Keohokālolo, Mr. Onishi, Ms. Bento, Ms. Ah Nee-Benham .

Motion was unanimously approved.

REPORT ON PERMITTED INTERACTIONS

Chair provided a brief overview of the permitted interaction authority and noted that it will be a standing item on future agendas. The Legislature, in Act 103, permitted authorized interactions

outside of Commission meetings. Chair requested Ms. Ahn to provide guidance regarding this matter.

Ms. Ahn stated that less than a quorum may meet for official board business, however, the meeting discussion must be presented during scheduled monthly Commission meetings. As the commission currently has nine members, five commissioners are needed for quorum to be achieved, and therefore less than quorum would be equivalent to no more than four commissioners.

Mr. Keohokālole asked for clarification regarding serial communications and whether this is prohibited. Ms. Ahn provided an explanation that if Commissioners meet in a small group pursuant to Act 103, those meeting participants may not discuss meeting content with other Commissioners until it is discussed during a public Commission meeting.

Chair asked whether any Commissioners participated in any permitted interactions that was held since the last Commission meeting. Ms. Ah Nee-Benham reported that she participated in two meetings: (1) one with Ms. Lum regarding the Festival Director; and (2) a separate meeting with Ms. Lum and Mr. Keohokālole regarding the Festival Director and organizational structure of the Commission. Ms. Ahn asked for confirmation that each meeting did not exceed the four-commissioner limit. Ms. Ah Nee-Benham noted that both meetings were held separately and did not exceed the allowable number of Commissioner participants.

ENACTMENT OF SB 696 RELATING TO THE FESTIVAL OF PACIFIC ARTS (Act 103, Session Laws of Hawaii 2021)

A. Extending the Commission to August 31, 2025

Chair mentioned that for those who received appointments from Boards and Commissions, he requested that Commissioners inform staff if a letter was received or whether one needed to be sent since your initial appointments would have expired in June. Chair wanted to be sure that new letters were sent to Commissioners representing community members at large who were appointed and who are not named in the statute.

B. Authorizing a permitted interaction under the Sunshine Law for the Commission

Ms. Ahn stated that pursuant to the Act 103, which gives permitted interaction authority to the Commission, it should be mentioned that in addition to confirming that a meeting was held, the meeting content must also be reported during subsequent Commission meetings held during the month. Chair noted that he will ask Commissioners to report content of meeting discussions during agenda items related to the specific subject matter.

DISCUSSION ON COMMISSIONERS' TERMS

Chair repeated his earlier statement and requested Commissioners to inform staff if they have received new letters from Boards and Commissions.

DISCUSSION ON FESTIVAL DIRECTOR

Chair moved on to agenda item relating to the Festival Director and asked whether a position description would be discussed during this meeting. Ms. Ah Nee-Benham reported that she is not prepared to do so; however, she reported that she and Ms. Lum, together with other community members, met regarding this matter. She noted that the position of Festival Director had been written previously and that it needed to be tweaked to meet the Commission's current needs. She further indicated that because she is a new Commissioner, she felt it was important to understand the organizational functionality of the Commission in order to get organized for FestPAC 2024.

Ms. Ah Nee-Benham mentioned that after speaking with Ms. Lum, she conducted further research and reviewed how Asia-Pacific Economic Cooperation (APEC) and International Union for Conservation of Nature (IUCN), both held in Hawai'i, and other folk life festivals were organized and implemented. In the review process, she concluded that, in its current state, the Commission's organizational framework is dysfunctional. Ms. Ah Nee-Benham believes that because the Commission is a working commission, it will need to develop an organizational framework so that a Festival Director and team can be recruited to implement the event. She indicated that there also will be a need to recruit a Fund Developer in order for planning to proceed. Ms. Ah Nee-Benham wants the Commission to develop an organizational structure that would include an organizational team consisting of a Festival Director (and team) as well as a Fund Developer, a communications team, etc. She also reached out to Ms. Lum and Mr. Keohokālole about moving forward in developing an organizational map that would include identifying functional teams, etc. in order for the Commission to move forward. She asked whether Commissioners had other suggestions.

Chair expressed thanks to Ms. Ah Nee-Benham and indicated that Agenda Item #10 refers to what she was speaking about, that is, developing a work plan, subcommittees, templates for reporting, etc. in order for these processes to be aligned.

Mr. Keohokālole agreed with Ms. Ah Nee-Benham and stressed that these organizational plans and decisions need to be completed within the next couple of months. He further stated that because of the nature of discussions that need to be held, a general timeline should be created with benchmarks to work toward. By the end of 2021, related to leadership, the Commission should have a Festival Director and Fund Developer on board in order for these individuals to execute tasks from early 2022. He would like to propose this strategy if the Commission is agreeable.

Ms. Ah Nee-Benham proposed that a Festival Director (or event director) and Fund Developer be in place within the next couple of months. These two individuals, along with the Commission, will need to develop messaging and other event planning details. Mr. Keohokālole believes that other elements of the Commission's business will need to work in tandem with the work of these individuals. The goal would be to allow 18 months for fundraising and programming to be developed in order to create a complete fundraising package that would be presented to potential funders.

Chair asked for clarification when referring to titles of these positions since Festival Director, Executive Director or Event Director were used in conversations. The position would be the Festival Director and the Fund Developer would need to work with the Festival Director and the Commission.

Chair asked how these positions would be funded unless these individuals would be working without compensation. Mr. Keohokālōle stressed that these organizational plans and decisions need to be completed within the next couple of months. Mr. Keohokālōle asked about the funds that were originally appropriated by the Legislature and that his understanding was that those funds have been fully encumbered for housing and venue. Chair concurred with Mr. Keohokālōle's statement. Mr. Keohokālōle also asked about other donations that were made. Ms. Lum reported that there is approximately \$9,000 remaining from a donation from Stanford Carr Development which were undirected funds. She mentioned that \$750 was used for web hosting fees. Mr. Keohokālōle asked whether prior to the cancellation of the 2020 event, whether there were any other financial commitments that were pending from organizations such as the Hawaii Tourism Authority (HTA) or the Office of Hawaiian Affairs (OHA). Chair stated that a lot has changed at HTA since then; however, there may be some funding available through a contract the HTA has with the Native Hawaiian Hospitality Association (NaHHA) and that some of those funds may be able to be directed toward FestPAC, but he would need to request approval in order to confirm this source of funding.

Ms. Lum stated that there was some consideration by OHA at one point in time; however, since the 2020 event was cancelled, OHA said that they will reconsider their commitment at a future time.

Ms. Wong-Kalu expressed that OHA is currently undergoing organizational adjustments with major changes to be made related to levels of leadership, etc. There is great possibility to revisit commitments that were made previously; however, given the current restructuring of the organization, she asked for the Commission's patience at this time.

Ms. Ah Nee-Benham commented that the Commission needs to have an understanding where resources might come from and that these discussions need to be in alignment with the Festival Director and Fund Developer regarding timelines, communication, etc. She suggested that three or four Commissioners meet to have a brainstorming session regarding this matter through Executive Session or whatever the bylaws may allow. She, however, reiterated that an organizational framework must be developed in order for concrete work to begin. Chair responded that the Commission does not have any bylaws. He asked Ms. Ahn whether four Commissioners would be able to meet on the topics just proposed by Ms. Ah Nee-Benham. Ms. Ahn concurred that it would be allowable as a permitted interaction. Chair requested that Ms. Ah Nee-Benham lead this group. The Chair, Ms. Bento and Ms. Salā volunteered to join Ms. Ah Nee-Benham in this discussion.

Chair indicated that NaHHA's scope of work with the HTA under its current contract includes support services for HTA that may be relevant to FestPAC planning. He will review this possibility further to determine whether NaHHA might be able to be a funding source if Commissioners agreed and asked whether anyone objected to this consideration. Hearing none,

Chair will look into funding availability, possible salary range and position description that will be discussed by Ms. Ah Nee-Benham's team before the next Commission meeting. Ms. Ah Nee-Benham will present recommendations at the next Commission meeting for approval.

Ms. Ah Nee-Benham commented that based upon Mr. Keohokālole's previous comments, he should be a member of this subgroup. Ms. Salā agreed and withdrew her name for Mr. Keohokālole to participate in this group instead of herself. Mr. Keohokālole repeated that it would be important to identify funding sources in order to get this project off the ground. He noted that small early funding is sometimes more valuable than big late funding. Ms. Ah Nee-Benham mentioned that in-kind services should be considered too and that it would be valuable when monetized. In addition, she believes that there should be office space designated for FestPAC staff. Chair indicated that he would check on office space that might be available at the HTA, if needed.

DISCUSSION ON FESTIVAL VENUES

Chair asked for comments on how to keep this topic moving along. Ms. Bento asked if there were current listings of venues.

Chair indicated that if we plan on conducting a *Wa'a* (canoe) Ceremony, Opening and Closing Ceremonies and the Festival Village, these decisions will help to set the tone for the broader Festival. 'Iolani Palace was mentioned previously for the opening ceremony and Kapi'olani Park for the closing ceremony. For the festival village, the Convention Center, Ala Moana Magic Island and Ke'ehi Lagoon were suggested previously.

Ms. Wong-Kalu requested a meeting with the Chair to further discuss possibilities regarding venues and would like to have a brainstorming session with the Chair before making her recommendations public. Chair expressed that he would be available to meet with Ms. Wong-Kalu provided that it is in accordance with the permitted interaction requirements.

Mr. Onishi stated that regarding specific venues, the Commission should make every effort to confirm venues and make it work. Consideration of alternatives can be made when the operational team is in place and research related to nuances, costs, etc. can be explored. Mr. Onishi expressed that he is comfortable with what already has been identified as possible venues. If the Commission is serious about having the Opening Ceremony at 'Iolani Palace, we should decide on and confirm this venue. He feels the same regarding reserving Kapi'olani Park for the Closing Ceremony. Requirements, dates, timelines need to be revisited again. For the festival village, Mr. Onishi commented that it needs to have more organizational capacity; however, his suggestion would be to finalize the opening and closing ceremony locations in order to get the ball rolling. He deferred to Ms. Bento regarding the *Wa'a* Ceremony. Ms. Bento stated that her first choice would be Ala Moana Magic Island for the *Wa'a* Ceremony. Chair agreed with Mr. Onishi. Chair also suggested to defer the balance of agenda items until the next Commission meeting.

Chair suggested that two small group meetings be held before the next Commission meeting – one regarding the organizational structure and one related to program/venues. Ms. Salā requested

volunteers to discuss the Opening and Closing ceremonies and Festival Village. Mr. Onishi, Ms. Lum and Ms. Wong-Kalu volunteered to participate in this meeting.

DISCUSSION ON REVISIONS TO THE FESTIVAL BUDGET

This item is deferred until the next meeting.

DISCUSSION ON FESTIVAL SUB-COMMITTEES

- A. Defining Sub-Committees
- B. Organizational Chart
- C. 2021 Workplan
- D. Objectives, Timeline & Milestones
- E. Developing Workplan Templates for Sub-Committees
- F. Development of Sub-Committee Progress Reports Template

This item was deferred until the next meeting.

DISCUSSION OF HONORARY FESTIVAL CHAIR

This item was deferred until the next meeting.

PUBLIC TESTIMONY ON AGENDA ITEMS

Chair Ka'anā'anā invited the public to again offer comments. Hearing none, he continued with the agenda.

ANNOUNCEMENTS

There were no announcements made.

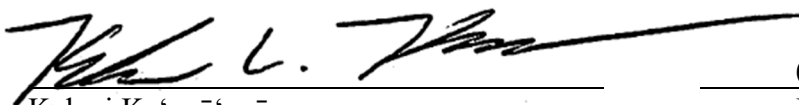
NEXT MEETING

Chair Ka'anā'anā confirmed that the next meeting will be held on August 9, 2021, at 2:30pm.

ADJOURNMENT

Chair Ka'anā'anā adjourned meeting at 3:28 p.m.

Respectfully Submitted,



Kalani Ka'anā'anā
Chair

08/12/2021

Date