

Meeting Minutes- No Kakou Keia Hui `Ana

Subject	Kaauwai Reunion 2016	Date	1/17/16
Facilitator	Sam Kaauwai	Time	5:24-6:27pm
Location	KFHC	Scribe	Nalani Brun

Attendees	Purple: Aunty Tita; Blue: Brenda, Hokulani, Hoku, Sam, Nalani, Moki, Red; Ka'upena, Napua, Kaimi, Lohe; Orange: Art Kanaloa
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Key Points Discussed

No.	Topic	Highlights
1.	Blue Shirts as Kupuna	Blue shirts are in or moving into Kupuna status and thus we again reiterate the importance of bringing in the next generations (red and orange) into the planning mix. Tonight's attendance is a win in this direction.
2.	Reviewed minutes	Note that dates are June 10-12, 2016. Lydgate pavilion. s Sunday will be worship and lunch at church than pau. NOTE: to NALANI, cancel Sunday pavilion and send all logistics info so far to LOHE and KAIMI.
3.	Theme	Confirmed theme of "No Kakou Keia Hui `Ana" (This gathering is for everyone.
4.	Registration	Committee set at Hoku, Napua, Sandy, Hokulani so far. They will handle website, registration and communication and tshirts. Logo discussion followed later. Committee would like to try to take payments online. NOTE: from committee to be ready for those that inevitably register that night. NALANI to send HOKU current list and any info on past registration forms. Nalani will let Sandy know to check out eventbrite as possible online payment system.
5.	Logistics	Committee volunteers. Lohe and Kaimi. They will need help. Their duties are benches/tents if needed, wind breaks, locations. They need to set times for any logistics

		activities so we can put it out to everyone for help. NOTE: NALANI to send anything she has so far on logistics to Lohe.
6.	Food Committee	Ka'upena to head again. This committee handles some org of Friday night pot luck, working with caterer for Saturday night event and Sunday lunch. Ka'upena will likely go with Shirley Sam Fong again which was fine with the committee. NOTE: Ka'upena Ask KAHANA to help with food. Cost to include desserts but KA`UPENA may also make a call out for desserts. His choice. HOKULANI to inventory papergoods we have now.
7.	Activities Committee	Nalani volunteered to handle the parade portion and will look for a head. NOTE:KA`UPENA will check to see if HAUNANI will do Decorations and BRENDA will help. NALANI to ask JESSICA to see if she wants to help with activities and she will ask KEHAUNANI to see if she wants to help with Genealogy as she did last time. KA`UPENA will check with ANDY to see if he will help with Sound System and DJ duties and NALANI will ask MAKI to emcee and be creative. HOKULANI to check with ANUHEA or AULII to see if she can do jeopardy and/or family feud as a game. Perhaps Friday night? NALANI to check with STEPHANIE to see if she has a photographer and also utilize our younger generations with talent to take photos. ART KANALOA volunteered to also photograph throughout the night.
8.	Logo	Want to encourage entries which are due March 15, 2016. We possibly need two logos. One for the reunion and it's theme and one for the Kaauwai family as a type of seal. From this we can possibly do merchandise like bumper stickers, hats and tank tops plus reunion shirts and also use it for website etc... NOTE: NALANI to create flyer and find incentive. Flyer due by Feb 1 and entire committee must reach out to get entries. She will run flyer by some of the committee members before distribution. Entries to be submitted by email or drop off.
9	ALL COMMITTEES	NOTE: Next meeting bring a budget estimate for your area. Eveyone check to see if their info is current. All committee members agree to use Text and Email to communicate.

10.	OTHER	Aunty Tita said to mention to family that FOX cars will rent at \$13 a day but you have to reserve at least a month in advance.
11.	Next meetings	Next meetings are set as: Feb 21, March 20, April 17, May 15 and possibly one more. Time is 5:15 to 6:15 at the church. Nalani to secure location.

Action Plan

No.	Action Item(s)	Owner	Target Date
1.	Cancel Sunday pavilion and send all logistics info so far to LOHE and KAIMI.	Nalani	1/22/16
2.	NALANI to send HOKU current list and any info on past registration forms. Nalani will let Sandy know to check out eventbrite as possible online payment system.	Nalani	1/22/16
3.	NALANI to send anything she has so far on logistics to Lohe.	Nalani	1/22/16
4.	Ka'upena Ask KAHANA to help with food.	Ka'upena	2/21/16
5.	HOKULANI to inventory papergoods we have now.	Hokulani	2/21/16
6	KA`UPENA will check to see if HAUNANI will do Decorations	Ka'upena	2/21/16
7.	NALANI to ask JESSICA to see if she wants to help with activities and she will ask KEHAUNANI to see if she wants to help with Genealogy as she did last time.	Nalani	2/21/16
8.	KA`UPENA will check with ANDY to see if he will help with Sound System and DJ duties	Ka'upena	2/21/16
9.	NALANI will ask MAKa to emcee and be creative.	Nalani	2/21/16

10.	HOKULANI to check with ANUHEA or AULII to see if she can do jeopardy and/or family feud as a game.	Hokulani	2/21/16
11.	NALANI to check with STEPHANIE to see if she has a photographer	Nalani	2/21/16
12.	NALANI to create flyer and find incentive. Flyer due by Feb 1 and entire committee must reach out to get entries. She will run flyer by some of the committee members before distribution	Nalani	2/1/16
13.	Next meeting bring a budget estimate for your area. Eveyone check to see if their info is current.	ALL	2/21/16
14.	Start to update registration list/circulate	Hoku/Napua	2/21/16
15.	Build out website/cost out payment taking on site	Sandy	2/21/16

Next meeting

Date	Sunday February 21, 2016 5:15pm KFHC
Topics	All above