

**LAW STUDENT GOVERNMENT  
AT THE WILLIAM S. RICHARDSON SCHOOL OF LAW  
AT THE UNIVERSITY OF HAWAI‘I AT MĀNOA**

**Executive Board Meeting Minutes**  
2515 Dole Street, Honolulu, HI 96822  
Law School Library  
Wednesday, September 10, 2014

- I. Call to Order
- II. Approval of Minutes

**Action:** LSG Executive Board Minutes draft 8.5.14 approved subject to technical edits

- III. Officer Reports

President – A. Makana Paris

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- Keone Nakoa was nominated as the Chair of Elections Committee
- Student Organization Storage
  - An Executive Board task force may be necessary if the Senate does not enact a by-law for the upkeep and maintenance of the SBA storage system by October 17th*
- Vice-President Katherine Vessels represents the SBA on the Access to Justice Commission working group pursuant to Senate Concurrent Resolution 116 <[http://www.capitol.hawaii.gov/session2014/bills/SCR116\\_.htm](http://www.capitol.hawaii.gov/session2014/bills/SCR116_.htm)>
- The SBA created a Working Group on Access to Justice pursuant to Resolution No. 13-1 which reported to the Executive Branch, the Working Group on Access to Justice shall now report to the Executive Board
- The Justice nomination shall be made after the announcement of the Fall 2014 election results
- Congratulations to the following who have agreed to serve:
  - Membership Affairs, Christina Lizzi and Airk Look
  - Alumni Affairs, Alan Akao and Stephanie Lee
  - Curriculum Committee, Joshua Michaels
  - Library Committee, Derek Brow
- The following are still open and the [application](#) is found online at <<http://goo.gl/0DzpPB>>; also, please send your resume to <[parisa@hawaii.edu](mailto:parisa@hawaii.edu)>:
  - University Affairs
  - Law School Affairs
  - Community Affairs
  - Building Committee
  - Technology & Long-Distance Learning committee
  - Practice Ready Committee
  - Course Planning Liaison
  - Accreditation Ad-hoc Committee

- Dean Antolini, Law School Administration, requested the LSG send an ambassador to the new Accreditation Ad-hoc Committee
- Dean Antolini, Law School Administration, requested the support of the President and Vice-President to help address a security concern on September 10th
- Student Lounge Committee

Contact: Christina Lizzi, Director of Membership Affairs [clizzi@hawaii.edu](mailto:clizzi@hawaii.edu)

Fill out sign up form: <http://goo.gl/bnJxux> (must be logged into [@hawaii.edu](https://www.hawaii.edu) account)

Directly serve our law school community by creating a maintaining a welcoming, useful, and clean space for students to meet, relax, grab a cup of coffee or a snack and de-stress from their day.

We're seeking four to five members to help make our student lounge great.

The committee will typically meet once a month, possibly more in the very first month as we become established.

Duration of service: through the fall semester and possibly beyond depending on LSG By-laws or Administrative rules.

### **Responsibilities will include:**

1. Student Lounge Upkeep
2. Student Lounge Makeover Project
3. Assisting in events and outreach related to the lounge

### **Lounge Upkeep:**

Members of the committee will volunteer to weekly tasks in the Student lounge. Each will be responsible once a week for checking on student lounge upkeep, taking out trash if needed, vacuuming if needed and keeping track of snack supply levels.

Members will coordinate and share the task of picking up coffee, water, K-cups and other supplies needed for the snack service.

### **Student Lounge Makeover Project:**

Committee members will help organize and host a student-lounge clean up day, a student lounge makeover town hall, and implementation of the "makeover" including procuring items for the lounge through donation and purchase (at LSG's/student lounge snack fund expense).

## Programming:

Committee members will work with the Membership Affairs Director to host different events in the student lounge.

To join:

Contact: Christina Lizzi, Director of Membership Affairs [clizzi@hawaii.edu](mailto:clizzi@hawaii.edu)

Fill out sign up form: <http://goo.gl/bnJxux> (must be logged into [@hawaii.edu](mailto:@hawaii.edu) account)

- Student Lounge Wishlist—the following donations are requested:
  - Vacuum Cleaner with extensions
  - Extension cord (for TV) and power strips (x2)
  - Bookshelf
  - Coffee Table (small for in between couches)
  - Floor Lamps (for different lighting options)
  - Matching table and chairs (to replace or supplement current blue table + conference room chairs)
  - Folding Screens (2 needed)
  - Ironing Board
  - Magnetic Refrigerator Poetry

Please contact Director of Membership Christina Lizzi at [Clizzi@hawaii.edu](mailto:Clizzi@hawaii.edu) if you would like to donate.

### Vice-President – Katherine Vessels

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- The Senate has granted consent to the nomination of Keone Nakoa as the Chair of Elections Committee
- Senate has passed Senate Rules of Order
- Senate still is drafting LSG by-laws
- Next Senate session: October 16th, 4:30 pm

### Secretary – Kelcie Nagata

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- Lockers
  - > No more lockers are available
  - > No locker switching is allowed
- Student Activities Committee will be having a meeting by second week of October
- The following Student Organizations have not submitted documentation for formal recognition: Delta Theta Phi Legal Fraternity (DTP); Environmental Law Society (ELS); Hawaii Women Lawyers (HWL); Law and Business Organization (LBO); Law for Youth Empowerment (LYtE); Phi Delta Phi International Legal Fraternity, Richardson Inn (PDP); Students for Public Outreach & Civic Education (SPOCE)

- The Draft budget was unable to be completed by August 17th because only a limited number of proposed expenditures of Student Organizations were submitted; Student Organizations were informed of the request for proposals at the SAC Aug 6th meeting.
- Student Organizations that have not submitted a proposal are highly encouraged to do so before 5:00pm on Friday, October 3<sup>rd</sup> if they wish to be considered for funding this Fall 2014 semester.
- Finance Committee members are: 3L Senator Sarah Sheffield, 2L Senator Matt Tsujimura, and SBA members Tuan La and Sandra Kau‘ionalani Pratt-Aquino.
- The Finance Committee will meet to approve the draft budget by the third week of October
- Attached to the minutes is a draft of the form of the Treasurer’s Report
- A Task-Force to finalize the form of the Treasurer’s Report will be convened, if you are interested please contact Treasurer Kona Ka‘aihue at [mkkaihu@hawaii.edu](mailto:mkkaihu@hawaii.edu)

IV. Unfinished Business

None.

V. New Business

*All actions were taken unanimously by the Executive Board.*

- a. Student Organization Formal Recognition [Student Activities Committee]

**Action:** The following Student Organizations have met all criteria for recognition by the LSG on this Wednesday, September 10, 2014:

‘Ahahui o Hawai‘i (HUI); Advocates for Public Interest Law (APIL); Black Law Students Association (BLSA); Ete Bowl (ETE); Federalist Society; Filipino Law School Association (FLSA); La Alianza; Lambda Law Student Association (LAMDA); Lawyers Against Sexual Violence (LASV); Pacific-Asian Legal Studies Organization (PALSO); American Constitution Society (ACS); Students with Keiki, International Human Rights Society

- b. Recognition of Dean of Students as the Law School Administration's Liaison

**Action:** The Dean of Students is recognized as the Law School Administration’s liaison with the Law Student Government.

- c. LSG Executive Board Rules; LSG Administrative Rules

**Action:** The actions of the Executive Board will be codified into the LSG Executive Board Rules or the LSG Administrative Rules.

d. LSG Executive Board Calendar

**No Action taken**

e. E-mail Listservs for SBA

**Action:** The President shall submit to the Registrar any changes to the SBA listservs by the third week of the Fall semester. Senators will be responsible for reviewing and updating the listserv for their individual caucuses. The Senators will ensure updates to the listserv are sent to the President no later than the second week of the Fall semester.

f. Student Lounge – Refreshment Fund

**Action:** The President shall submit to the Finance Committee a proposal to request \$150 for the establishment of a Refreshment Fund that will be setup as a restricted and revolving fund for the supplying of refreshments to the SBA membership in perpetuity.

g. Storage

**No Action taken**

h. Elections Committee

**No Action taken**

i. Executive Board Package

**Action:** The LSG Executive Board shall submit a package of proposed by-laws for Senate consideration to the Senate after the Fall elections of 2014.

j. Technical Edits

**Action:** The President is directed to negotiate an agreement with a Law Review journal to provide technical edits for the documents of the LSG Executive Board.

Adjournment

Submitted by: \_\_\_\_\_  
A. Makana Paris, President

Approved by: \_\_\_\_\_  
Katherine Vessels, Vice-President

Approved by: \_\_\_\_\_  
Kelcie Nagata, Secretary

Approved by: \_\_\_\_\_  
Matthew Kona Ka'aihue, Treasurer

**SBA Treasurer's Report  
September 2014**

Starting Balance in SBA Account for Spring 2014: **\$7,848.07**

Date	Payee	Description	Debt	Credit	Balance
4/5	WSRSL Class of 2015	2L/3L Party – Food and Non-Alcoholic Beverages	-\$800		\$7,048.07
4/6	Joshua Michaels	Soccer Club – Annual Game v. Business School Mixer	-\$400		\$6,648.07
4/23	I Love Country Café	LYtE – Juvenile Justice Community Gathering	-\$400		\$6,248.07
4/26	Shauna Kahiapo	LSG Installation Ceremony	-\$750		\$5,498.07
6/13	David Klaponski	PALSO Lunar Party	-\$350		\$5,148.07
	First Hawaiian Bank	Ordered Checks	-\$21.3		\$5,126.77
	Cash	Soccer Club Refund		\$54	\$5,180.77
8/21		SBA Due Collection From Entering Class of 2014		\$6,640	\$11,820.77
		<b>BALANCE for FALL 2014</b>			<b>\$11,820.77</b>

Current Balance in SBA Account for Fall 2014: **\$11,820.77**

The Finance Committee is preparing a draft budget to be submitted to the Senate by the third week of October.

**Anticipated Funding Requests from Student Organizations**

\*\*Information sent by student organizations subsequent to the mandatory SAC meeting held by Secretary Kelcie Nagata on Wednesday, August 6<sup>th</sup> 2014

*American Constitution Society* - \$600  
Planning (2) all school/all community

*International Human Rights Society* - \$500  
Planning (2) all school/all community events – possibly featuring speakers and a film festival

*Law for Youth Empowerment* - \$600  
Planning a panel event for the school  
Planning Juvenile Justice Community Gathering

*Lawyers Against Sexual Violence* - \$200

*‘Ahabui o Hawai‘i* - \$600  
Planning Welcome Back Lu‘au

*ETE* - \$1500

Planning (3) school wide social events – Men’s flag football game and ETE pep rally, and ETE bowl with post-game ETE/Bruiser mixer