



**HAWAII CHAPTER
BOARD & GENERAL MEMBERSHIP MEETING MINUTES
WEDNESDAY, July 13, 2016
Neal Blaisdell Center**

Collect/Pledge of Allegiance – Derrick De Mello

Call to order – Hao Tanacsos

The general meeting was called to order by President Hao Tanacsos. Hao thanked everyone for attending. Hao also thanked Mr. Ken Kanter the director of the Expo for the use of the meeting room as well as the donation of the continental breakfast for our meeting.

Secretary’s Report – Teresa Calabrese

Teresa stated that May’s meeting minutes were emailed to all members listed on our roster. If you have not received, please see Teresa after the meeting to update your contact information, or email secretary@hawaii-ieha.org. All information about our chapter is on our website www.hawaii-ieha.org.

Treasurer’s Report – Derrick De Mello

Derrick reported on the financials for May & June. Please see attachments. Our ending balance for June was \$20,594.52.

Chapter Audit Report – Derrick De Mello

The audit report was conducted by Wanda Astrero, John Yamamoto & Madeline Chang. Verification of checks written and deposits confirmed. As noted on the audit report, procedures followed as recommended. Excellent record keeping.

Committee Reports

Membership – Hao Tanacsos

Hao reported we have a total of 139 members.

Hospitality – Hao Tanacsos

We had a total of 43 people attend the meeting, 36 members and 7 guests.

Public Relations/Website – Shelly Awaya

Shelly discussed that she, Madeline and Jess finished the newsletter in time to be passed out at today’s meeting as well as our Expo booth.

Ways & Means – Shelly Awaya

Our primary fundraiser will continue to be the McFun-raiser Coupon Booklets. The booklets are being sold for \$5.00 each. IEHA-Hawaii Chapter earns \$2.00 per booklet. The \$3.00 cost price supports the Ronald McDonald House Charities of Hawaii. Please contact Teresa Calabrese or Derrick De Mello for booklet purchases. As an incentive for those members who want to attend the convention, by selling 100 McFun-raiser Coupon Booklets we will sponsor a portion of the convention fee.



IEHA Updates/Education – Madeline Chang

1. IEHA Convention will be held in Chicago on October 23 – 27, 2016. Registration is online at www.ieha.org.
2. Hawaii's Boot Camp is scheduled for Tuesday, October 4 from 7:30AM – 5:00PM at Aston Waikiki Sunset conference room and Wednesday, October 5 from 7:30AM to 2:00PM venue pending.
3. IEHA President, Michael Patterson, REH, will review the study guide information on these two days. The afternoon of the second day is when the test will be administered. Results will be known within the next 24 to 36 hours. Certificates and pins will be presented at our Annual Bosses' Night Celebration at Ala Moana Hotel on October 7, 2016.
4. For those interested in obtaining your CEH or REH, please log onto IEHA.org for more info. Madeline will be happy to assist with any information, please contact Madeline at 808-931-5461 or via email: madeline.chang@aqua-aston.com.

Bosses' Night – Derrick De Mello

Bosses' Night is scheduled for Friday, October 7, 2016 at Ala Moana Hotel. Invitations were passed out at today's meeting. Those members not in attendance will receive their invitations via mail. The theme is "Celebrating the Many Faces of Aloha". Ethnic costumes are encouraged. Our entertainment will again be "Da Braddah's". We will have a silent auction as well as a photo booth. The price of \$65.00 per person remains the same as last year.

Old Business – Hao Tanacsos

Donation receipts –As a reminder, members are welcome to contribute a donation to our chapter. A box has been provided for donations along with receipts you fill out yourself. We received \$45.00 in donations today.

New Business – Hao Tanacsos

1. Mr. Scott Murray of Able Freight donated \$2,000.00 to our chapter fund!
2. Employment Opportunities
 - a. Aston-Aqua Luana Waikiki Hotel – Executive Housekeeper
 - b. Ala Moana Hotel – Assistant Housekeeper
 - c. Kahala Resort & Spa – Housekeeping Supervisor
 - d. Queen Kapiolani Hotel – Executive Housekeeper
3. Thank you to Fanny Yeung of Best Buy Design who again donated giveaway items for our meeting as well as our expo booth!
4. Thank you to Mrs. Vicky Cayetano for continuing to sponsor the centerpieces for our Bosses' Night function!
5. Our next chapter meeting will be held on Wednesday, September 14, 2016 at Ohana East Waikiki Hotel 150 Kaiulani Ave., 1st floor conference room. Our guest speaker will be Mr. Alan Yamamoto from OSHA.

Meeting adjourned at 9:50 AM.

Respectfully submitted,

Teresa Calabrese
Secretary
IEHA Hawaii Chapter

Hao Dang Tanacsos
President
IEHA Hawaii Chapter

Income Categories	Amount	Expense Categories	Amount
Bosses' Night-Credit Card-Silent Auction		Administrative Supplies/Misc.	\$ (52.90)
Chapter Meeting Payment		Awards & Certifications	
Chapter Meeting Donations	\$ 364.00	Chapter Meeting Expenses	
Community Services		Education/Info/Resources	
Education		Hospitality Membership	
Programs		Donations	
Publicity/PR Development		General Liability insurance (annual payment)	
Membership		Convention Expenses	
Ways and Means	\$ 270.00	Bosses' Night Expenses	\$ (1,000.00)
Miscellaneous Donations		Ways and Means	
		Chapter Membership	
TOTAL	\$ 634.00	TOTAL	\$ (1,052.90)
Meeting donations (Nov,Jan,Mar)	\$ 364.00	FHB-Merchant Fee	\$ (7.80)
McFun-Raiser Coupons	\$ 270.00	Bank checks	\$ (45.10)
		Ala Moana Hotel (Deposit toward Bosses' Night)	\$ (1,000.00)
TOTAL INCOME	\$ 634.00	TOTAL EXPENSES	\$ (1,052.90)
Financial Statement			
Prior Month End Balance	\$ 17,966.22	Prior Month End Balance	\$ 17,966.22
		Plus - Total Deposits/Credits	\$ 634.00
Add - Total Income	\$ 634.00	Less - Total Checks	\$ (1,052.90)
Less - Total Expenses	\$ (1,052.90)		
		Outstanding Deposits	
		TOTAL OUTSTANDING DEPOSITS	\$
		Outstanding Checks	
		TOTAL OUTSTANDING CHECKS	\$ -
Ending Balance	\$ 17,547.32	Reconciliation of Account - Bank Statement	\$ 17,547.32

Derrick De Mello

PRESIDENT'S SIGNATURE

TREASURER'S SIGNATURE

Income Categories	Amount	Expense Categories	Amount
Bosses Night-Credit Card-Silent Auction		Administrative Supplies/Misc.	\$ (7.80)
Chapter Meeting Payment		Awards & Certifications	
Chapter Meeting Donations	\$ 105.00	Chapter Meeting Expenses	
Community Services		Education/Info/Resources	
Education		Hospitality Membership	
Programs		Donations	
Publicity/PR Development		General Liability insurance (annual payment)	
Membership	\$ 300.00	Convention Expenses	
Ways and Means	\$ 950.00	Bosses Night Expenses	
Miscellaneous Donations	\$ 2,000.00	Ways and Means	
		Chapter Membership	\$ (300.00)
TOTAL	\$ 3,355.00	TOTAL	\$ (307.80)
Meeting donations (May 2016)	\$ 105.00	FHB-Merchant Fee	\$ (7.80)
IEHA Digest Ads	\$ 950.00	Membership payment to the Association for Waikiki Beachcomber	\$ (300.00)
(Sobel,Best Buy, AlSCO, ULS, Cintas)		(Evelyn Garcia, Xorda Laurin)	
Membership payment from Waikiki Beachcomber	\$ 300.00		
(Evelyn Garcia, Xorda Lorin)			
Abel Freight Donation	\$ 2,000.00		
TOTAL INCOME	\$ 3,355.00	TOTAL EXPENSES	\$ (307.80)
Financial Statement			
Prior Month End Balance	\$ 17,547.32	Prior Month End Balance	\$ 17,547.32
		Plus - Total Deposits/Credits	\$ 3,355.00
Add - Total Income	\$ 3,355.00	Less - Total Checks	\$ (307.80)
Less - Total Expenses	\$ (307.80)		
		Outstanding Deposits	
		TOTAL OUTSTANDING DEPOSITS	\$
		Outstanding Checks	
		1293 - Express Copy (BN invitations/RSVP cards/Flyers)	\$ (94.17)
		1294 - Express Copy (IEHA Digest)	\$ (738.85)
		TOTAL OUTSTANDING CHECKS	\$ (833.02)
Ending Balance	\$ 20,594.52	Reconciliation of Account - Bank Statement	\$ 19,761.50

Derrick De Mello

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