



Revised 8/19/21

## ‘Ōlelo Community Media (‘Ōlelo) 2018 Board of Directors Election Elected Director Seat Fact Sheet

- ‘Ōlelo’s Board of Directors consist of fifteen seats which are made up of representatives from businesses, educational organizations, community and nonprofit sectors
- One of the fifteen seats on the ‘Ōlelo Board of Directors is an Elected Director seat
- The Director seat helps to bring the interests of active clients to the Board
- Every three (3) years since 2004, ‘Ōlelo coordinates an election to fill the Director seat vacancy to serve a three (3) year term
- ‘Ōlelo is coordinating an election beginning August 6, 2021, to fill a Director seat vacancy starting January 1, 2022
- ‘Ōlelo community media access users are encouraged to participate in the election in two ways. Community media access users are invited to run for the Director seat to serve on the Board. Additionally, community media access users are encouraged to vote for the candidate they feel will best serve them on the Board.
- Only eligible ‘Ōlelo community media access users may run for and vote for this particular Director seat. *“Eligible ‘Ōlelo community media access user”* is defined as someone who:
  - *Is 18 years or older, AND*
  - *Is an O’ahu resident, AND*
  - *Accesses ‘Ōlelo community media (this is a broad definition, anyone who is a consumer of ‘Ōlelo content is eligible)*

The following are ineligible to run in this election:

- *Elected City, State and Federal officials,*
  - *Current ‘Ōlelo employees or interns,*
  - *Immediate family members of current employees or interns (spouse, parent or parent-in-law, natural, step or adopted child, brother, sister, dependent or reciprocal beneficiary, the child or spouse of the employee’s child, brother or sister)*
- **What are the duties of Director?** *As a Director, the Board establishes policies and directives governing business and programs of ‘Ōlelo, and oversees the President and Chief Executive Officer, subject to the provisions of the ByLaws , that the policies and directives are appropriately followed.*
  - **When do the meetings occur?** *The Board meets a minimum of four (4) times a year, at locations, dates and times that may vary. Due to current COVID-19 mandates in effect meetings are held virtually.*

- **Do I have to attend all the meetings?** *All Board Members, including the Director are expected to attend all Board and sub-committee meetings, support the organization and follow its policies and procedures. Any two consecutive absences, whether excused or unexcused, is cause to remove the member according to the Section 5.10.*
- **How long is the term of the Director?** *The term for this Board seat is three (3) years, and runs from January 1, 2022, through December 31, 2024.*
- **Can I nominate someone?** *No. You can only nominate yourself.*
- **How do I submit my nomination?** *You may submit your nomination form:*
  - *Via email\**
  - *Via the website*
  - *Via social media*
  - *Via the 'Ōlelo app*
  - *MSC Centers: You may submit your nomination via email\*by logging in on our computer at a MSC Center*

*\*Please send emails to Doni Chong, Executive Assistant to the President & CEO at [dchong@olelo.org](mailto:dchong@olelo.org). All nomination forms need to include a signature to be valid.*

- **Who can vote in the election?**  
*Anyone who:*
  - *Is 18 years old, AND*
  - *Is an O'ahu resident, AND*
  - *Accesses 'Ōlelo community media (this is a broad definition, anyone who is a consumer of 'Ōlelo content is eligible)*

*The following are ineligible to vote in this election according to our ByLaws :*

- *Elected City, State and Federal officials, current 'Ōlelo employees and inters, and immediate family members of a current Ōlelo employee or inters are ineligble to fill this seat.*
- *An Immediate family member is defined as a spouse, parent or parent-in-law, natural, step or adopted child, brother, sister, dependent or reciprocal beneficiary, the child or spouse of the employee's child, brother or sister.*
- **How many votes per eligible voter are allowed?** *One vote per eligible voter.*
- **How do I find out about nominees?** *After the nomination period closes and nominees have been verified, 'Ōlelo will begin to broadly distribute election information and candidate information via email, on the website, on social media and on the app.*
- **What do I include on my nomination?** *When submitting a nomination form, nominees may include a statement (up to 150 words) explaining their interests and qualifications. Statements longer than 150 words will be edited at the 150<sup>th</sup> word and published as is. Only photos taken by 'Ōlelo at the Māpunapuna MSC (1122 Māpunapuna, Honolulu, Hawai'i) will be included in official candidate election materials. No personal or professional photos may be used as a substitute for the photo taken by 'Ōlelo. To schedule a photo appointment between the dates of August 30 to September 7, 2021, please contact Dane Neves, Communications Specialist by email [dneves@olelo.org](mailto:dneves@olelo.org) to arrange an appointment.*

- **How do nominees' campaign?** *'Ōlelo will distribute information about candidates electronically. Nominees are also encouraged to create their own program to air on 'Ōlelo's channels. Nominees are allowed to campaign to potential voters on their own. No campaign material, whether produced by 'Ōlelo or the nominee can be posted at any 'Ōlelo facility. 'Ōlelo staff are prohibited from campaigning and/or lobbying for any nominee.*
- **How will voting occur?** *'Ōlelo community media access users can vote in several ways between October 6, to October 18, 2021, to cast their ballot. Voting period closes on Tuesday, October 18, 2021, at 5:00 pm. 'Ōlelo community media access users who are not able to visit a MSC may request an electronic absentee ballot link; requests may be made by e-mail to Doni Chong, Executive Assistant to the President & CEO at [dchong@olelo.org](mailto:dchong@olelo.org) and must be received by September 24, 2021. Voting, whether electronically, on the website, social media, or the app, will be secured to ensure one vote per eligible client.*
- **When will the winner be announced?** *After the election results are available, 'Ōlelo will make formal announcements via email, website, social media and on the app.*

### Important 2021 Dates and Deadlines

<b>Nomination period opens</b>	<b>August 6</b>
<b>Nomination period closes</b>	<b>August 29</b>
<b>Candidate photos taken*</b>	<b>August 28 - September 7</b>
<b>Candidate information distributed</b>	<b>September 13</b>
<b>Deadline to request absentee ballot packet</b>	<b>September 24</b>
<b>Voting period</b>	<b>October 6 - October 18</b>
<b>Election results posted at <a href="http://www.olelo.org">www.olelo.org</a></b>	<b>October 20</b>
<b>Elected Board Member seated</b>	<b>October 27</b>

*\*Photos are taken at the Mapunapuna Media Center located at 1122 Mapunapuna, Honolulu, Hawai'i  
Please contact Dane Neves, Communication Specialist to arrange [dneves@olelo.org](mailto:dneves@olelo.org)*

*\*Revisions to the criteria included definition of eligibility, specifically that an eligible candidate can be anyone who accesses "'Ōlelo community media content." Ineligibility definitions added as stated in the ByLaws is an Elected City, State and Federal officials, current 'Ōlelo employees and interns, and immediate family members of a current 'Ōlelo employee. An Immediate family member is defined as a spouse, parent or parent-in-law, natural, step or adopted child, brother, sister, dependent or reciprocal beneficiary, the child or spouse of the employee's child, brother or sister.*