

REGISTRATION FORM

Mail this completed registration form along with a check payable to:

CAI Hawaii
1050 Bishop St. #153
Honolulu, HI 96813
Or register online at
www.caihawaii.org.



Name — please print

Email Address (for link to attend and reminder email)

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Email Address (for link to attend and reminder email)

Firm/Association

Membership No. (CAI only)

**Inquiries: (808) 488-1133 or e-mail
ced@caihawaii.org**



Members: \$80

Non-Members: \$100

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**1050 Bishop St. #153
Honolulu, HI 96813**



BOARD LEADERSHIP DEVELOPMENT WORKSHOP



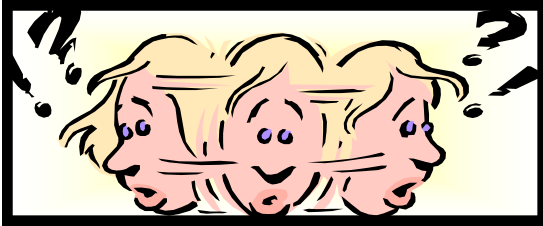
**Virtual Program via
Zoom**

**Saturday
June 13 and June 20, 2026
8:30 am to 1:30 pm**

**Register Early!
Enrollment is LIMITED.**

Do You Need to Know ...

- How much control does the Board have; which documents spell it out?
- Who has fiduciary responsibility?
- How to read financial reports?
- How to resolve problems?
- Principles for enacting new rules?
- Principles for effective Board Meetings?
- How to solve maintenance problems?
- How to hire professional help?
- How to reduce risks?



ANY OF THESE QUESTIONS CROSS YOUR MIND? IF SO, SIGN UP FOR

THE BOARD LEADERSHIP DEVELOPMENT WORKSHOP

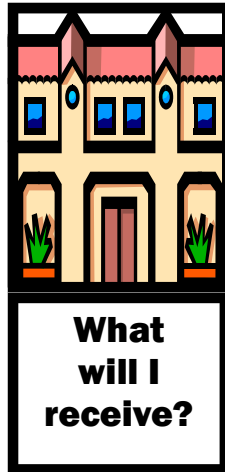
Get the right answers from professionals who specialize in serving Associations and benefit from the detailed explanations from facilitators.

Who Should Attend...

- **Association Board Members, Homeowners living in association-governed communities, Association committee members.**
- **Community Association Managers**

Why you should attend ...

- Learn about proven strategies that you can implement in your association,
- Keep up-to-date on industry trends,
- Learn from experienced professionals and sharpen your leadership skills.



Course materials include:

- The Board Member Toolkit
- The Board Member Toolkit Workbook
- Various brochures and publications, such as "The Homeowner & the Community Association"
- A copy of CAI's award-winning **Common Ground™** magazine

TWO HALF DAY WEBINARS

**Coordinated by
Keven Whalen,
Vice President, Touchstone Properties
and**

**Melanie Oyama, Esq.,
Motooka Oyama & Lau**

Agenda:

1. Governing Documents and Roles and Responsibilities
2. Communications, Meetings, and Volunteerism
3. Financial Management - Fundamentals
4. Financial Management - Reserves
5. Professional Advisors and Service Providers
6. Association Rules and Conflict Resolution
7. Insurance

Complete the program and receive a CAI Board Leadership Certificate.

This seminar or educational presentation is entirely or partly funded by funds from the Condominium Education Trust Fund (CETF), for condominium unit owners whose associations are registered with the Real Estate Commission. The CETF is administered by the Real Estate Commission which is attached to the Department of Commerce and Consumer Affairs, State of Hawaii, through the Professional and Vocational Licensing Division.