



1993 ANNUAL REPORT

# PALAMA SETTLEMENT



MEMBER, ALOHA  
UNITED WAY





**DEDICATED**

**TO**

**PRIMITIVO LLACUNA**

**(WHO PASSED AWAY, MARCH 1994)**

**AND**

**MARYANN TOYAMA**

**(FOR 28 YEARS OF SERVICE)**

## PRESIDENT'S MESSAGE



This was a challenging year for the Board of Trustees, particularly, the officers and chairpersons of the various committees. We all, by consensus, agreed to stay in office for another year to complete a number of major tasks we had begun.

The most difficult and time consuming task was that of the the Budget and Finance Committee - that of developing a Financial Investment Policy. The Committee, chaired by Donna Goth, worked unceasingly, diligently and with determination in arriving at a policy that was finally adopted by the Board of Trustees in December, 1993. The investment policy adopted by the board will serve as a guideline for both our Endowment Funds and our staff retirement program funds.

The Buildings and Grounds Committee had to re-evaluate our renovation projects due to the unexpected insurance crises, a result of hurricane Iniki. Projects funded by the Harry and Jeanette Weinberg Foundation, Inc., experienced a delay until the committee could re-prioritize the projects. The initial projects are about 98% complete and should be finished by the end of June 1994.

The Personnel Committee of the Board has also been busy reviewing and up dating the agency's personnel policy. The work of reviewing and drafting new policies is difficult because of today's ever changing federal, state and county laws pertaining to personnel and environmental health issues.

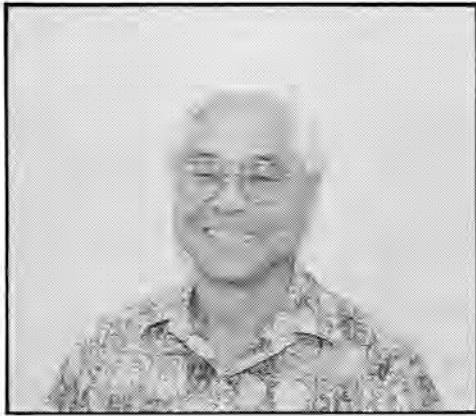
The Program Committee, chaired by Russel Nagata, reviewed a number of on-going programs as well as considered new projects or expansion of present programs. The committee had opportunities to meet with various programs administrators to get first-hand information as well as make inquiries about the programs. The Farrington Community Adult Education program continues to grow and will be relocating to the second floor of "Corbett House" where they'll have more space and rooms. They will also be expanding their computer program. Although many of our programs have been expanding, our main concern is to make our services available and accessible to the people living in this community.

The Board of Trustees is also concerned about the short-and-long term needs of Palama and are taking measures to maximize the use of our property in terms of utility and income. We have established a sub-committee to explore the best possible options for Palama Manor in hopes of increasing our income to sustain and expand our programs. As we all realize, it is becoming extremely difficult to raise funds in the community; and we can no longer depend on the Aloha United Way to meet the increase in our budgetary needs. More and more, we would have to look at what we can accomplish ourselves in terms of our property assets and other alternatives in building for a better tomorrow for Palama Settlement.

As we look back, I know all of you feel the same as I do. These two years have been well spent. We have accomplished a lot, but there is much more to do. The work of the Board is unending - as long as there is a Palama Settlement, there will always be a need for a Board of Trustees that is committed to the mission and goals of the agency. The new president will begin the task of meeting and planning with the Centennial Celebration Committee in anticipation of our one hundredth anniversary and beyond. The most exciting, challenging and demanding era for Palama Settlement is ahead of us.

GUY FUJIMURA  
President  
Board of Trustees

## EXECUTIVE MESSAGE



Nineteen ninety-three was a busy year for us. We exceeded our expectations as far as programs, participants, youth teams and adult classes were concerned. In addition to all the program activities, we were kept busy with a number of renovation projects happening throughout the year. The project, funded by the Harry & Jeanette Weinberg Foundation, Inc., included the gymnasium, Rath Building and the old administration building. Work on the multi-purpose room and weight room were funded by the Sheridan Ing Trust Fund and the Gannett Foundation.

The Board of Trustees was kept busy with most of the committees working overtime. We are really indebted to the Board for their genuine interest in Palama Settlement, their commitment and willingness to serve. We will, as we grow, continue to need their help, their expertise and wise counsel.

Our staff again has done an outstanding job in meeting the increased demands of new and expanding programs. We have really reached the point where it will be very difficult to grow further unless there is an increase in staff or additional volunteer help. One area of great concern is the need for a qualified counselor. So many times staff and participants have expressed the need for someone to offer professional counseling services. One positive note is that, this year, we were able to receive funding for a trained counselor in the In-Community Treatment Program. However, the counselor is for this particular project and may be able to service others on an emergency basis.

Our association with the Farrington Community School for Adults continued to be of great assistance to our overall education program. The Computer Literacy and GED program continue to expand and will be moving to new quarters on the ground where they will have more space and rooms to work in. In addition, they will be installing additional computers to the ones already being utilized in their classrooms. Their presence has stimulated the growth of other educational programs as the Learning Center Adult Computer training program and our tutoring program during after school hours. The Performing Arts Program with Brother Noland and Tony Conjugacion and the After School program have continued to grow since their inception. The "Read-to-Me" program coordinated by Jackie Jones has been very active this year with number of prominent people participating in the program. Led by the governor's wife, Mrs. Lynne Waihee, the "Read-to-Me" program provided an exciting and stimulating time for our youngsters. Others who participated in the program included Joyce Fasi, T.V. personalities Tina Shelton, Jade Moon, Pamela Young, Loretta Ables, Brother Noland, Tony Conjugacion, and the "cookie-man" Famous Amos. The After-school program and the tutoring program also benefited from a host of volunteers from a number of private and public schools.

The development of our education component is something that was needed at Palama - not only for children but for youths and adults living in this community. It provides a good balance with our sports/recreational programs. One goal this year is to provide a more positive approach to problem solving and enhancing and strengthening family relations through a non-threatening, educational & wellness approach.

Our thanks to the Aloha United Way for their continued support and to the many trusts and foundations, corporations, State and individuals who have generously supported Palama Settlement.

**BOB OMURA**  
Executive Director

## **STAFF**

### **ADMINISTRATION**

Robert T. Omura, Executive Director  
Rosa Sandoval, Administrator of Financial Services  
Duval Dutro, Director of Support and Maintenance Services  
Amy Fujii, Secretary

### **RECREATION**

Leonard Mamala, Recreation Director  
Francis Akana  
Rick Ribuca  
Ann Koga  
Rogene Dutro\*

Lorraine Grafia\*  
Peter Pasigan\*  
Leila Akana\*  
Leonard Segovia\*  
Norman Keawe\*

Darrin Dingle\*\*  
Michael Quihano\*\*  
Ruth Patoc\*\*  
Tony Akiona\*\*  
Francis Baker\*\*

### **COMMUNITY & NEIGHBORHOOD**

Verna Keyes, Director

### **CLERICAL STAFF**

Rosalinda Reyes  
Rosie Yano

### **SECURITY**

Burt Koga

### **UNIFORMS & EQUIPMENT**

Jessica Rogers\*

### **FACILITY ATTENDANTS**

Lawrence DeSoto\*\*  
Dennis Shiraishi\*\*

### **IN-COMMUNITY TREATMENT**

Ed Nakamura, Director  
Edna Godinet  
Torriss Matuu  
Brenda Wright

### **LEARNING CENTER**

Jackie Jones, Educator

### **SUPPORT SERVICES**

Tovia Fatu  
Leif Anderson\*  
Nani Toyama  
Priscilla Toyama

### **KITCHEN**

Florida Tamayo

## **FARRINGTON COMMUNITY SCHOOL FOR ADULTS**

Kahala Takenouchi, Site Coordinator

### **INSTRUCTORS**

Janice Akiu  
Brother Noland  
Myrna Cleveland  
Tony Conjugacion  
Katrina Dick  
Nadine Mengloi  
Ethel Tom  
Jack Yama

### **AFTER-SCHOOL PROGRAM**

Vernelyn Furtado  
Leslie Omura  
Shawn Omura  
Kipp Sakata

\*Part Time  
\*\*On Call

# PROGRAM SERVICES

Programs	1991	1992	1993
Community and Neighborhood Development	7,500	8,300	9,000
Pakolea	355	465	570
Recreation, Planned	30,000	42,000	46,000
Recreation, Leisure	18,000	23,400	27,000
In-Community Treatment	57	65	65
Feeding Center	16,000	18,200	24,000
Senior Citizens	12,300	12,650	14,000
Volunteer Hours	9,500	10,600	12,300
Learning Center	575	625	750
Adult Education	--	30	60
Summer Enrichment	225	350	325
Teens Program	--	30	45
After-School Program	--	30	60



**PALAMA SETTLEMENT, INC.  
BOARD OF TRUSTEES 1993-94**

**OFFICERS**

President: Guy Fujimura  
1st Vice President: Russel Nagata  
2nd Vice President: Joel Maimon  
3rd Vice Pres./Treasurer: Donna Goth  
Secretary: Wallace Weatherwax  
Past President: Rick Tsujimura

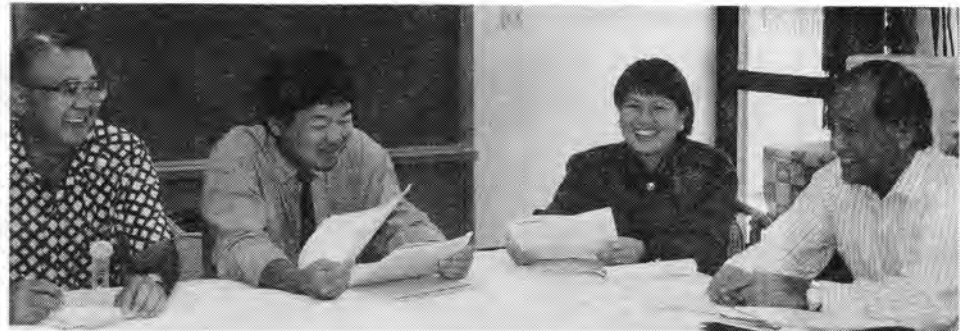
**EXECUTIVE COMMITTEE**

Guy Fujimura, President  
Russel Nagata, 1st Vice President; Chair, Program Committee  
Joel Maimon, 2nd Vice President; Chair, Buildings & Grounds Committee  
Donna Goth, 3rd Vice President/Treasurer; Chair, Budget & Finance Committee  
Wallace Weatherwax, Secretary; Chair, Education and Scholarship Committee  
Rick Tsujimura, Past President  
Davis Yogi, Chair, Personnel Committee  
Robert Rath, Chair, Fund Raising Committee

**MEMBERS OF THE BOARD OF TRUSTEES**

Keith Ahue, Director, Dept. of Land & Natural Resources  
Meredith Ching, Alexander & Baldwin  
Guy Fujimura, ILWU  
Joseph Goldcamp, Coopers & Lybrand  
Donna Goth, Campbell Estate  
Samuel Hata, Kamehameha Schools/Bishop Estate  
Vernon Hirata, Territorial Savings and Loan  
Dr. Leinaala Isa, American Movers (resigned 2/94)  
Rex J. Johnson, Director, Dept. of Transportation  
Chris Kanazawa, AMFAC  
Glenn Kimura, Kimura International Planning & Development  
Joel Maimon, Raytheon Services Nevada  
Russel Nagata, Judge - District Court  
George Okuhara, Okuhara Foods, Inc.  
Masaru Oshiro, Deputy Director for Behavioral Health, Dept. of Health  
Mario Ramil, Judge - Supreme Court  
Robert Rath, Trustee Emeritus  
Melvin Soong, Judge - First Circuit Court  
Cyrus Tamashiro, Tamashiro Market, Inc.  
Donna Tanoue, Goodsill, Anderson, Quinn & Stifel  
Stanley Tokumaru, First Hawaiian Bank  
James Tollefson, Bank of Hawaii  
Rick Tsujimura, Dwyer, Imanaka, Schraff & Kudo  
Wallace Weatherwax, Prosecutor's Office, C & C  
Cynthia Winegar, Kobayashi, Watanabe, Sugita & Kawashima  
Davis Yogi, C. Brewer & Company

**PALAMA SETTLEMENT BROUGHT OUT THE BEST IN THE MEMBERS OF OUR BOARD OF TRUSTEES.** This was really very busy year for all the members and their committees. Special thanks goes to the Budget and Finance Committee who worked tirelessly and with determination in completing Palama's Investment Policy Statement and Plan and to the officers who agreed to serve a second term.





We received a lot of help from the Aloha United Way, Trust and Foundation, corporations, UAL Hawaiian Open Charities and individual donors. We finally got started on the renovations made possible by the Harry and Jeanette Weinberg Foundation, Inc. and work should be completed by the end of June.



Top: The Rath's inspect the Multi-purpose room with "Big" Leonard

Volunteers also contributed their weekends to paint part of the interior of the Rath Building and paint and install new flooring in the old "Home Economics" building.

The volunteers from the Aloha United Way's Day of Caring also provided much needed "people power" in painting our large conference room in the administration building.



Middle: Bob receives donation from Mr. Takeo Kimura



"Big" Leonard, Brenda Wright, Ed Nakamura and Verna Keyes pose with certificate awarded to

Community Service Agencies during the Community Centers Week Open House.



UAL Hawaiian Open Charities representatives Chester Kahapea and Randolph Ko present check to Bob Omura



Verna Keyes and Nani Toyama pose with Mr. Haig and Lorin Gill during last year's Board Dinner Meeting.

THE 1993 BASEBALL PROGRAM GOT OFF TO AN EXCITING START WITH FOUR TEAMS IN THE P.A.L. Program - - two Pinto, one Mustang and one Bronco team. The baseball program is under the Recreation Department. The team (s) were well equipped with access to a batting cage and pitching machine donated by Mrs. Cecilia Blackfield.



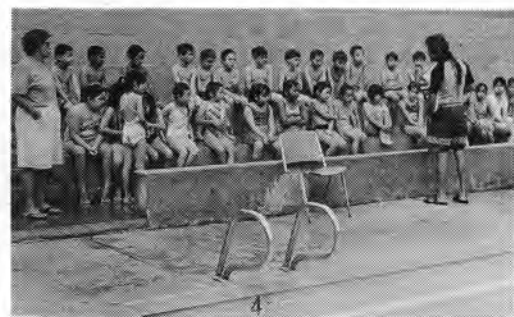


**VOLLEYBALL AND FOOTBALL PROGRAMS CONTINUE TO BE TWO OF THE FAVORITE SPORTS** for young children and teens. Part of the Volleyball program is under the Recreation Department and the other half in the Pakolea Program. The football program is part of the Pakolea Program. Both volleyball programs participate in the P.A.L. program. The Football and the Cheerleading Programs (succeeding page) are part of the Pakolea Program and participate in the Military Hawaii Sports League.

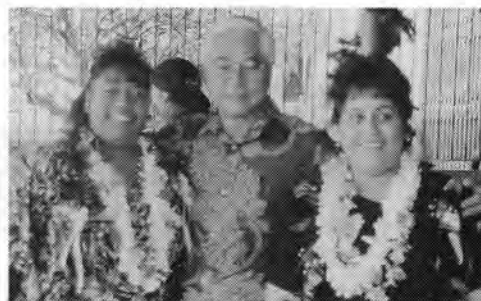




**"BODIES IN MOTION":** Cheerleading, seniors dancing the hula, kempo karate, swimming, street dancing and aerobic programs all help to develop healthier bodies and mind, relieve stress. (That's what we think unless we're one of the participants.) The participants really enjoy the programs and classes and look forward to more options in the next year.



**SPECIAL AWARDS AND RECOGNITIONS** are given to outstanding participants in each age divisions in the Pakolea sports/academic program as well as to individuals/groups and institutions who have given in-kind services or financial support to Palama Settlement. Outstanding youth participants are recognized for their overall performance in a particular program period, such as football, basketball, and volleyball. **SCORPION OF THE YEAR AWARD** is given to the participant earning the most combined points - on the field and in the Learning Center; the **SCHOLAR AWARD** is given to student with the most improved school grades and/or has made the most improvement in the assigned work in the Learning Center.



Last Year, we also recognized Outstanding Staff and Outstanding Volunteer in Palama's Programs.





**YES! WE WERE THERE ROOTING AND TOOTING FOR OUR TEAM.** Parents, relatives, friends and staff were always there cheering our teams on to victory - rain or shine, night or day. Of course, as you can see, we all tried to find a shady spot or protect ourselves from the rain.

Parents not only came to watch their children play but to serve as team parents, scorekeeper, statistician, linesman, meal servers after practice, etc.





## HELPING HANDS



**VOLUNTEERS (HELPING HANDS) ALWAYS MAKE WORK MORE PLEASANT.** Whether they are volunteer parents, volunteer coaches, volunteer students or staff pitching in to help Palama become better a place to work and to participate in the activities. Everybody gives a little more and gains a lot in return.

Ed Nakamura, Program Coordinator for the In-Community Treatment Program prepares to deliver a pan of huli-huli chicken to the concession stand to be sold.

Team Mother Donna helps with the Pee wee Football team. Pearl and Donna barbecue hamburgers for the concession at the Community Fair Day. Verna Keyes instructs U.H. student volunteers from the America Business Management Club. On the left, the Leo Club from the Farrington High School.



And here's faithful "Ikke" and #2 hiding eggs for Egg hunt.

Far right: Tovia Fatu, Francis Akana and Peter Pasigan help put top soil.



## SUMMER FUN AND ENRICHMENT PROGRAM FOR CHILDREN



Children ages 5 - 11 enjoyed the Summer Fun and Enrichment Program. Of course, the highlight of the program was having Ronald McDonald make a personal visit to Palama Settlement. Even the Leaders and Jr. Leaders enjoyed Ronnie's presentation. And of course, the children were all standing in line to meet him personally.

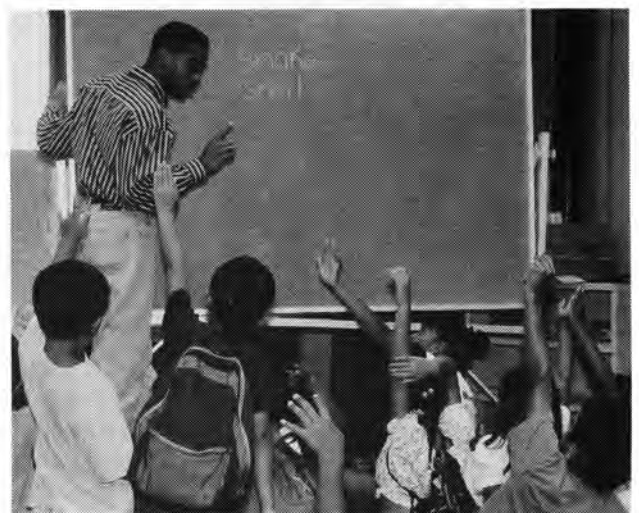
The children had a fun-filled program that included T.V. personality Tina Shelton in the "Read-to-Me" Program, excursions, Learning Center, basic skills development, swimming and the Parachute Exercise game



in which they tried to bounce the ball as high as they could. We also had a sewing class sponsored by the U.H. Agricultural Extension 4-H program with Maryknoll Spotkaeff.



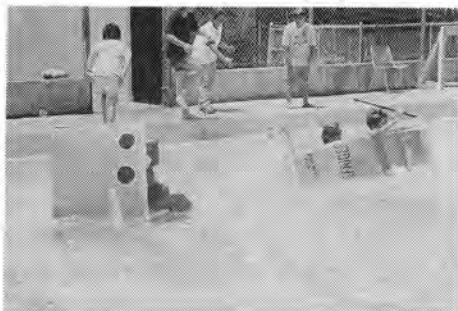
Jackie Jones (right photo) in the Learning Center coordinated the "Read-to-Me" Program.







Teens enjoy a fun, action packed and exciting time during summer. They enjoyed planning, team-work and comradeship. They found out they weren't great builders nor sailors as you can see. One ship made it "home". The teens also enjoyed camping at Palama Uka, hiking, cook-outs, making "lomi sticks", baskets and terrarium, preparing their lunch and dinner, excursions and swimming/surfing. And they enjoyed singing! The teens program was blessed with energetic and creative leaders Verna Keyes, Vernalyn Furtado, and Georgiana Chock.

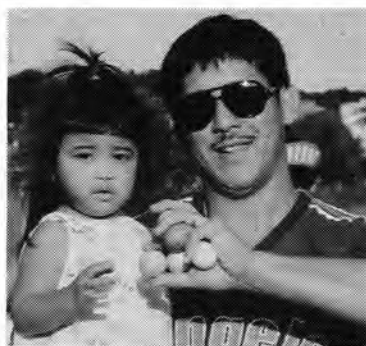
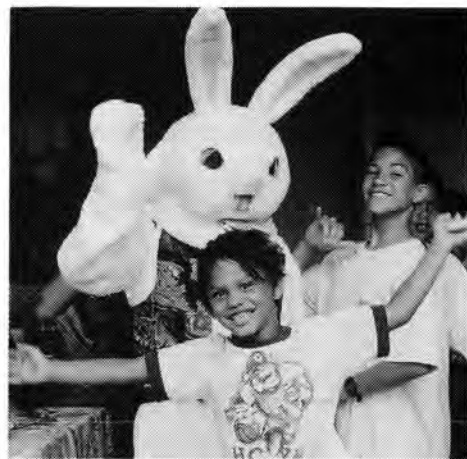




**THE EASTER BUNNY** visited Palama again this past Easter Season and in time for the Community Easter Egg Hunt. Guess who the Easter Bunny is and you get a chance to be the Bunny next year.

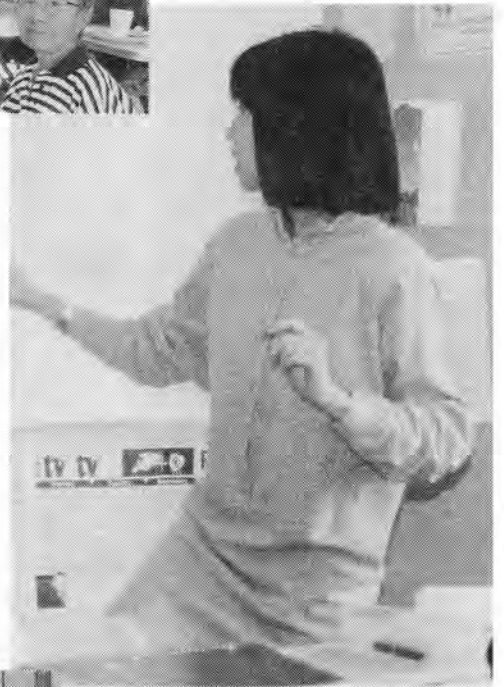
The Christmas Event was a busy day for Palama. As usual, Santa Claus paid us a visit. Santa liked the nice Hawaiian weather so much last year that he came back for another visit this year. And I think, he already instructed his reindeer, Rudolph, to get ready for another trip to Palama in 1994.

Leslie Omura, After-school program leader, checks her list for entries in the Halloween costume contest (picture below, left). The results of the Staff Pumpkin Carving Contest was displayed in the receptionist's office.



Tovia Fatu helps man the huli-huli chicken grill that was held as a fundraiser for the Teen Club. The Humane Society displayed their rabbit "petting zoo" for the Easter Egg Hunt Event.

**THE FARRINGTON COMMUNITY ADULT EDUCATION PROGRAM** and Palama Settlement's education program worked together to bring a variety of classes to the settlement's grounds. The classes include computer literacy education, GED, English, math, advance math; hula for seniors, young adults and youth; ukulele, guitar, slack key and herbal classes for seniors. Also included are special programs for children in the After-school Program -- street dancing, tutoring and building social relationship classes. An evening and Saturday morning aerobic class is also available.





**THE CONJUGACION BROTHERS** - Brother Noland and Tony Conjugacion were busy "jamming" at practically every function at Palama Settlement besides their classes. And kids, particularly Brother Noland's ukulele participants, took up with him whenever they had a chance. It's nice to see kids carrying around their ukes and young adults dancing to the Tony's chants and songs.



**ADULTS  
SAY....  
"WATCH  
THE  
HANDS"**





**THE AFTER-SCHOOL PROGRAM STARTED OFF WITH A "BANG".** Enrollment peaked, and the staff was afraid that enrollment would have to cut off. However, as other activities started, the enrollment settled to a comfortable level. The program, assisted by Farrington Community School, offers tutoring, special homework assistance, socialization, recreational and skill development opportunities for children. Favorite time: Snack time.





**THE KAMEHAMEHA TRAVELING PRE-SCHOOL** started their program at Palama Settlement last spring. Since then the enrollment has gone up. Now there are approximately 40 children and their parents or guardians. The pre-school program operates twice-a-week on Tuesday and Thursday.

The head pre-school teacher for the Palama site is Lora Kruetz. They prefer to hold the classes on the gym lanai because of semi-open air atmosphere, and their need to have their play equipment arranged out-doors on the grassy area.



The Traveling Pre-school (TPS) is part of the over-all Kamehameha School Prekindergarten Educational Program (PREP). Their purpose is to work with children and their parents or guardians before they enter the kindergarten and prepare them for the challenges in a formal school setting.

Although the program is specially targeted for Hawaiians and part-Hawaiians because of their historical pattern of educational failure due to health and social problems, the program at Palama Settlement is open to all on a first-come, first-serve basis. The notice of the traveling pre-school has been through word-of-mouth. From the looks of the attendance, it has been a very effective form of communication. We hope, that by popular demand, the school is expanded into a five-day week program at Palama.



The PRE-KINDERGARTEN EDUCATIONAL PROGRAM has six components: 1. Parent-infant educational services for young Hawaiian families expecting their first child; 2. Traveling Pre-Schools, a mobile early childhood educational program for children and parents; 3. Center-Based Pre-school to serve four-and-five year old children; 4. Project Team that plans develops and implements program; 5. Data-Management/Testing and Evaluation; and 6. Administration.



# Palama Settlement

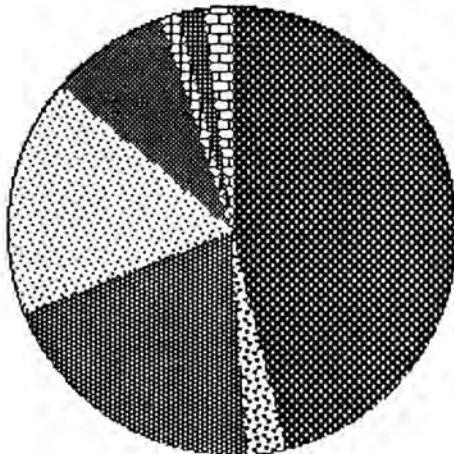
Balance Sheet\*  
December 31, 1993

	Current Funds		Land, Buildings and Equipment Fund	Endowment Fund	Total
Assets	Unrestricted	Restricted			
Cash and cash equivalents	\$ 22,293	281,063	240,236	818,004	1,361,596
Certificates of deposit	-	-	-	1,000,000	1,000,000
Receivables (net of allowance for doubtful accounts):					
Pledges	-	-	-	11,475	11,475
Other	9,981	5,523	-	-	15,504
Due from other funds	23,320	-	-	8,590	31,910
Land, buildings and equipment, net of accumulated depreciation	-	-	2,817,639	-	2,817,639
Prepaid expenses and other assets	27,840	13,767	43,383	-	84,990
Total assets	<u>\$ 83,434</u>	<u>300,353</u>	<u>3,101,258</u>	<u>1,838,069</u>	<u>5,323,114</u>
<b>Liabilities and Fund Balances</b>					
Liabilities:					
Accounts payable	26,502	549	31,744	-	58,795
Accrued vacation	34,266	13,049	-	-	47,315
Accrued expenses	64,748	18,970	-	-	83,718
Due to other funds	8,590	15,924	7,396	-	31,910
Deferred income	2,291	9,835	-	-	12,126
Total liabilities	<u>136,397</u>	<u>58,327</u>	<u>39,140</u>	<u>-</u>	<u>233,864</u>
Fund balances(deficit):					
Designated for the learning center	(52,963)	-	-	-	(52,963)
Restricted - expendable	-	242,026	-	-	242,026
Endowment - nonexpendable	-	-	-	1,838,069	1,838,069
Land, buildings and equipment - net investment and unexpended	-	-	3,062,118	-	3,062,118
Total fund balances (deficit)	<u>(52,963)</u>	<u>242,026</u>	<u>3,062,118</u>	<u>1,838,069</u>	<u>5,089,250</u>
Commitments	<u>\$ 83,434</u>	<u>300,353</u>	<u>3,101,258</u>	<u>1,838,069</u>	<u>5,323,114</u>

\*Audited by: KPMG Peat Marwick Certified Public Accountants

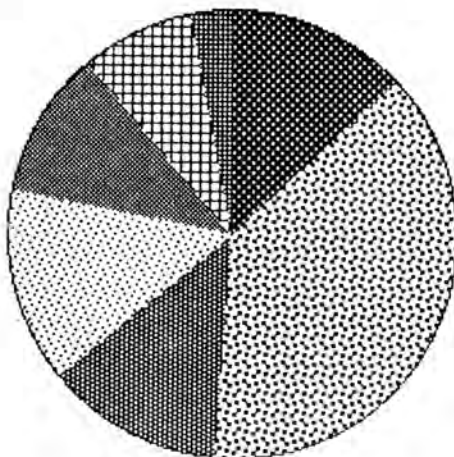
# FINANCIAL REPORT

## INCOME



A.U.W.	46.0%
Contributions	3.0%
Government Contracts	20.0%
Rentals	17.0%
Investment Income	9.0%
Special Events	1.0%
Program S/C Fee	2.0%
Other	2.0%

## EXPENSES



Delinquency Prevention	13.0%
Recreation	38.0%
Management & General	13.0%
Resource Development	14.0%
Mental Health Maintenance	11.0%
Community Organization	8.0%
Feeding Center	3.0%