

Registration Procedures (2/2023)

1. Register yourself online at **HawaiiCouncil.org** & Mark the date on your Calendars.

Please plan accordingly, as no reminders will be sent.

HCCA or the Managing agents are not responsible for email typo's.

The registration is your obligation and commitment to the HCCA registration fee to include applicable late fee payment.

Payment/s is required in advance.

If Payment/s not received within 30 days after the online registration date, it shall be subject to a \$25.00 late fee.

2. The invoice will be sent to your Managing Agent to process payment for Board Members only.

514B-107 (f)

The directors may expend association funds, which shall not be deemed to be compensation to the directors, to educate and train themselves in subject areas directly related to their duties and responsibilities as directors, provided that the approved annual operating budget shall include these expenses as separate line items.

3. **Association Employees** are encouraged to attend. If the Board is paying for the registration fee, it is recommended to have Board approval and recorded in the meeting minutes.

Hawaii Council of Community Associations receives "No Sponsorship funds", "No Membership fees" or money from the Condominium Education Trust Fund.



HAWAII COUNCIL OF COMMUNITY ASSOCIATIONS
HAWAII COUNCIL.ORG
 EDUCATING CONDOMINIUMS, CO-OPS, TOWNHOMES AND
 COMMUNITY ASSOCIATIONS SINCE 1975

HCCA@HawaiiCouncil.org 888-642-4450

Register Online Only
HawaiiCouncil.org

“How To” of Budget Preparation & Planning”

Includes new important Financing Updates

Saturday, June 13, 2026 @ **“The Benue/The Bay”**

Theatre Building Ground Floor

Check in opens: 8:00am.

Presentation to start at 9:15am. Conclude 2:00pm

Registration Fee: \$ 199.00 per person + parking (if used)

Parking Fee: \$5.00

Registrations after 6/5/26 5pm HST are considered late and incur a +\$75.00 late fee
No Cancellations after June 5, 2026 5:00pm HST

\$5 Validated Parking will be charged (invoiced) to the Board Member Condo.

A Must Attend for all Board Members, General and Resident Managers.

Check In: 8:00am	Breakfast closes at 9:00am Continental-Pastries, Fruits, Coffee, Hot Tea, Soda.	Presentation Starts: 9:15am
Time: TBD	Lunch Buffet	We will have lunch



Board members carry the important accountability of Managing the association's finances through the Budget planning process. But without thoughtful planning on the part of the Board, even well-meaning decisions can backfire—leading to budget shortfalls, underfunded reserves, and missed chances to enhance the community.

Budget planning is not the sole responsibility of the CAM.

Join us for a hands-on walk-through of what every board member (a refresher for the veteran board member too!) needs to learn in preparation of and to create an effective budget for your Condominium Association.

HCCA Board Service:

HCCA Board Members are Condominium unit owners and are either currently on their own condo boards or have served on their condo board.

Our ByLaws allow for “Associate” Board Members defined as Industry Businesses.

All HCCA Board Members are unpaid volunteers.

Registration fees are applied to the cost of the Seminar venue, food and printing. Any remaining revenue is used to support HCCA’s Condo Insider show recordings posted on YouTube channel:

<https://www.youtube.com/@HawaiiCouncil>

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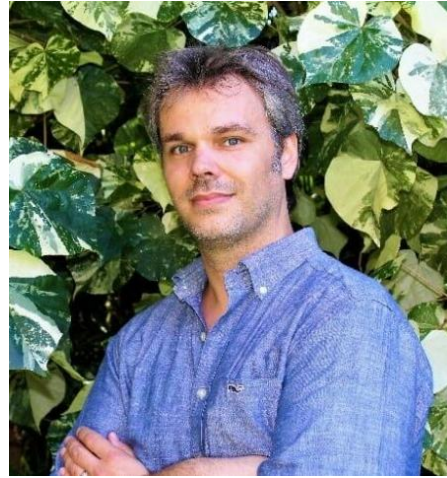
CHECKS Made Payable to:

Hawaii Council of Community Associations

2855 E. Manoa Rd, Suite 105
Honolulu, Hawaii 96822

In accordance with accounting principles:

THE CHECK MUST REFLECT THE INVOICE # AND NAMES OF THE BOARD MEMBERS



Speaker:

Jonathan Billings: Jonathan is President of Vertical Hawaii Reserve Studies, and Vice President of Operations of Touchstone Properties.

Jonathan has been involved with community association management industry in Hawaii since 2010. He has managed several associations that vary in size and difficulty.

He has received his Professional Community Association Manager (PCAM), Certified Manager of Community Associations (CMCA), Association Management Specialist (ASM) and Reserve Specialist (RS) designations and awarded “Property Manager of the Year” in 2011 by the Resident Manager Association.

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