

# REGISTRATION FORM

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



P.O. Box 976  
Honolulu, HI 96808  
Or register on line at  
[www.caihawaii.org](http://www.caihawaii.org).



Click on Events Calendar for on line form.

- **April 22, 2011** postmark deadline for Early Bird Discount.
- **April 26, 2011** noon deadline for any cancellations.

\_\_\_\_\_  
*Name — please print*

\_\_\_\_\_  
*Name — please print*

\_\_\_\_\_  
*Membership No. (CAI only)*

\_\_\_\_\_  
*Firm/Association*

\_\_\_\_\_  
*Email Address*

**Cost includes continental  
breakfast, lunch, and textbook.  
Inquiries: 488-1133 or e-mail  
[caihawaii@hawaiiantel.net](mailto:caihawaii@hawaiiantel.net)**

Members: \$130.

**Save \$10** & pay only \$120 if payment postmarked by April 22, 2011.

Non-Members: \$140.

**Save \$10** & pay only \$130 if payment postmarked by April 22, 2011.

Total Enclosed: \_\_\_\_\_

**PRESORT STD  
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Honolulu, HI  
Permit No. 169**



P.O. Box 976  
Honolulu, HI 96808

**Early  
Registration  
Discount**



## ESSENTIALS OF COMMUNITY ASSOCIATION LEADERSHIP



**Japanese Cultural Center**  
2424 S. Beretania Street  
Honolulu, Hawaii 96815  
Validated Parking—\$4.00

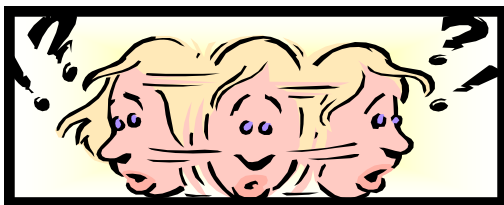
**Saturday  
April 30, 2011  
8:30 am to 4:00 pm  
(registration begins at 8:00 am)**

**Register Early!  
Enrollment is LIMITED.**

# Do You Need to Know ...

- ☐ How much control does the Board have and 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**

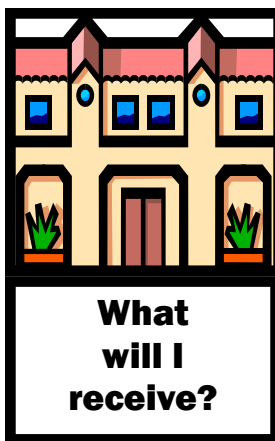
**THE ESSENTIALS OF COMMUNITY ASSOCIATIONS LEADERSHIP WORKSHOP**  
**AND GET THE RIGHT ANSWERS**

## Who Should Attend...

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

## Why should you attend...

- ☐ Learn about proven strategies that you can implement in your association,
- ☐ Keep up-to-date on industry trends,
- ☐ Exchange ideas with other association board members and resident or site managers and sharpen your leadership skills.



**The Essentials of Community Association Leadership Handbook.**

This is a manual with sample forms and documents, discussion, questions, and helpful hints.

**Additional class materials, sample By-Laws, scenarios, financial statements, agendas, and more.**

## A One-Day Workshop for Association Leaders and Homeowners



The Essentials of Community Association Leadership, A BASIC COURSE for Association Leaders, is the most comprehensive review of community association operations available. You will review the history, organization, financial structure, and problem solving techniques for community associations.

**The course will be taught in 6 sections:**

- 1. Overview of common interest communities**
- 2. Finances**
- 3. Approach to solving problems**
- 4. Maintenance**
- 5. Rules Enforcement**
- 6. Board meetings**

**You will benefit from the interaction, questions, detailed explanations, and feedback on your ideas from classmates and facilitators - all enhanced by visual aids that explain and clarify new concepts.**