

TCA Board Meeting
August 9, 2015 6:30-8:30PM PDT
via GoTo Meeting

AGENDA

- I. Called to Order at 6:35PM
 - A. Present: Rome Hamner, Jane Lin, Margaret McKenty, Johnny Mori, Alan Okada, Derek Oye, Stan Shikuma, Wisa Uemura, Linda Uyechi
 - B. Regrets: Stuart Paton
- II. Approval of Previous Meeting Minutes
 - A. **Johnny Mori moves to approve July minutes; Alan Okada seconds; Unanimous approval. Motion approved.**
- III. Committee Reports
 - A. Executive Committee (Chair: Johnny Mori)
 1. Johnny had exit meeting with Bruce. It was a cordial conversation. Johnny gave Bruce Letter of Termination. (Letter of Termination was proofread by HR professionals.)
 - B. NATC Committee (Chair: Stan Shikuma)
 1. Stan has put out a survey to see who wants to remain on the NATC committee for NATC 2017. Deadline to reply is Aug 8.
 - a. A “no reply” is considered a “no”.
 - b. Replies to continue on the committee have been received from Stan Shikuma, Gene Sugano, Jen Caballero., Elise Fujimoto, Mark Rooney, Heidi Varian, Dan Kubo, Johnny Mori
 2. RFP for NATC 2017 is due Aug 17, so Stan plans to call a meeting the following week to review them (if more than one) and make a recommendation to the Board.
 - a. At this point, only San Diego has shown interest in hosting.
 - b. Sacramento has said that they cannot host.
 - c. LA has some individuals but does not seem strong enough to host.
 1. Johnny will try to reach out to this individual on an informal basis to see if it is still a possibility to host in LA.
 - d. What if we don't get any proposal?
 1. We will have to inquire why potential locations did not submit.
 2. We will also have to search for a potential location.
 3. People would like to see NATC return to a typical NATC.
 - a. 400-600 people
 - b. Free Taiko Jam
 - c. Potential see NATC change where it is smaller, needs less facilities.
 - e. Have we tried approaching previous NATC coordinators? ex. Bryan Yamami, Yuta Kato, Kevin Higa, Darren Endo
 1. Yuta will likely not do it due to his commitment with teaching.
 2. Bryan may be reluctant to take on another big conference as WTG did not make money.

- f. JACCC
 - 1. They are in a lot better position than they were two years ago.
 - 2. Management/administration will change at the end of this month. Johnny will be meeting with them on Tuesday.
 - g. The “younger” taiko community probably does have the energy to put together a conference but does not have the experience nor understand what it takes to put on an NATC.
 - 1. A strong advisory council will be needed.
 - 2. The area also needs a strong leadership core (local committee) that can pull resources and knowledge basis together. (Does not necessarily need to be one group.)
 - 3. Knowledge basis needs to be institutionalized.
 - h. Hawaii had put on a conference at one point (with an outside promoter) and lost a lot of money. Workshop leaders were brought in from Japan and mainland. Only approximately 12 participants were from mainland.
- C. Fundraising Committee (Chairs: Rome Hamner and Derek Oye)
- 1. Email was sent out to past members and Rome and Derek are reaching out to potential new members.
 - a. Iris Shiraishi, Mark Rooney (no), Bryan Yamami (no), Donna Ebata
 - 2. Rome has done an initial search for grants and it seems like most of the grants would be in competition with other taiko groups.
 - a. Grants that Rome has looked into
 - 1. Irvine
 - 2. NEA - They would fund NATC, but it probably would not fund the organizational portion of TCA.
 - 3. Japan Foundation - Presenting Grant is for concerts but would put TCA in direct competition with other taiko groups.
 - b. Grants to look into
 - 1. Tateuchi Foundation
 - 2. Paul Allen Foundation (may just be NW region)
 - 3. Nibei Foundation (Talk to Paul Terasaki)
 - 4. Aratani Foundation
 - 3. Message is most successful when they are more targeted. What other programming is TCA envisioning besides NATC?
 - a. In the past, we have had hosted webinars
 - b. There has been talk about doing the leadership retreat.
 - c. There has been a request to help organizational for other conferences.
 - 4. Conversations regarding other programming and grants should happen on the committee level and then presented at to the board with timeline, budget, etc. There is close coordination that will be required with this committee, Membership Committee, and Programming Committee.
- D. Board Development Committee (BDC) (Chair: Wisa Uemura)
- 1. No updates.

- E. Membership Committee (Chairs: Margaret McKenty and Derek Oye)
 - 1. Membership Committee Progress:
 - a. **CONFIRMED: Margaret, Derek, Rome, Yuri**
 - b. MAYBE: Natalie Hudson (?)
 - c. Considering Advisory Members (i.e. Linda/Elise/other Committee Members)
 - d. FIRST MEETING: Week of August 17th.
 - 2. TCA Membership suggestions sought from past/present Board and staff - only received 4 responses to-date. Deadline is Aug 15 to response.
 - 3. Meeting with Sue and Linda regarding SalesForce - Date/Time TBD
 - 4. ACTION ITEMS: Continuing to reach out to key informants and continuing recruitment of committee members. Creating working document of consolidated TCA membership ideas.
 - 5. **LOFTY GOAL:** 1st Draft Complete - Membership dues/levels and Campaign Strategy (End August)
 - a. Final draft of membership strategy to be presented at the September board meeting.
 - 6. Derek has reached out to Aya but has not heard from her.
- F. Finance Committee (Chair: Wisa Uemura)
 - 1. No updated financial report since contract bookkeeper is focused on a big festival this week for her regular job.
 - a. UNLV final invoice received and forwarded to Exec Comm. Elise is reviewing line by line. Closing meeting with UNLV needs to be scheduled.
 - b. UNLV Ham Hall reimbursement still not received.
 - 2. Need to set up process for donor acknowledgement.
 - a. Not sure if donors have been sent thank yous. Drummers Circle members have not been sent any communication.
 - 3. American Express card was closed because it was tied to Bruce's personal credit and we were not able to transfer the account to a new signer.
 - 4. FOR BOARD APPROVAL:
 - a. Exec Comm approved for Wisa to request a debit card for Union Bank account (currently Sue Yuen has the only debit card for TCA). Once new card received, Sue and Wisa will transfer auto payments from Sue's card to Wisa's and cancel Sue's card. Wisa and Sue going into bank tomorrow to request card.
 - 1. This is how all our online payments are being paid.
 - 2. Margaret motions to execute Exec Comm's recommendation regarding a debit card. Alan seconds. Unanimous approval. Motion approved.
 - b. Exec Comm approved a change of Union Bank signature card from Bruce Davis, Sue Yuen, and Wisa Uemura to Johnny Mori, Jane Lin, and Wisa Uemura. This change is in process.

1. Alan motions to execute Exec Comm's recommendation to change the signees of the Union Bank signature card. Margaret seconds. Unanimous approval. Motion approved.
5. At the last meeting, there were still outstanding payments regarding NATC and workshop leader travel.
 - a. Only half the workshop leaders have submitted proper paperwork. If they did submit proper paperwork, they have been reimbursed or are in the process of getting reimbursed.
 - b. The line item in the cash flow is a mix of paid amounts and projected amounts.
 6. Outstanding board member pledges
 - a. Can payments be made other than check?
 1. Right now, Wisa/Sue is in the process of fixing PayPal account so online payments can be made. However, a fee will be made to PayPal.
 2. For international donations, the PayPal fee is probably the same as cutting a check and having to go through the currency exchange.
 7. CAC Grant was generally for operating costs. It did talk about doing another census, which will need Programming to come up with the survey.
 - a. If grant is put under Fundraising, then Fundraising will need to split time between raising money and programming.
 - b. However, it does not seem right to put the oversight of the whole grant under Programming.
- G. Comm Comm
1. Chair is needed. Tabled until after working committee restructuring is decided.
- H. Programming (Chair: Elise Fujimoto)
1. Tabled until after working committee restructuring is decided.
- I. Tech Resources (Chair: Linda Uyechi)
1. Main focus is on Salesforce and data infrastructure regarding membership.
 2. Everything we need to do can be done on volunteer basis. We will not need consulting services. Linda will let us know in advance if at any point she thinks we will need consulting services.
 3. No membership changes.
- IV. Old Business
- A. Completion of In-Kind Volunteer Time form
 1. Deadline was Monday August 3rd.
 2. Vera has not worked on this so if you have not submitted this form, please do so.
 3. Only approximately 10 forms have been received.
 4. This form gives data to TCA regarding all the free services that the organization is receiving.
- V. New Business
- A. Working Committee Restructuring
 1. How will committees be reporting to the board?

- a) Currently report to the board: Exec Comm, Fundraising, BDC, Finance, Membership, NATC
- b) Currently reporting to ED: Tech Resources, Comm Comm, Programming (Non-Profit Status, Masters Retreat, Transition, Online Resources Committees were sunset)
 - (1) Online Resources Committee has become independent. (includes people who run TaikoSource.com, etc.). This could be an important part of membership and why someone would join TCA.
 - (a) We will need to reexamine our relationship with them.
 - (b) We could also follow the NPR model where we are encouraging people to support an open cause, rather than having to close off access, which would open another tech issue.
 - (c) This is an important part of TCA but will not be a quick fix.
- c) Committees that previously reported to the ED will go back to reporting to the board.**
 - (1) Secretary requested committee reports in advanced.
 - (2) During board meeting, reports would not be read line by line, but any action needed by the board would be brought up.
 - (3) All committee chairs would have to attend board meetings to answer questions regarding their report.

B. Collegiate Taiko Advisory Committee (Linda/Jane)

- 1. We have had an ad-hoc committee meet on a monthly basis to support the Intercollegiate Taiko Invitational (ITI). The hosting group has been receptive to our advice and we have been composing a Best Practices Google Docs.
- 2. Purpose
 - a) It is a tangible contribution that TCA is making to the taiko community
 - b) It closely aligns with our mission to empower people and advance the art of taiko.
 - c) The collegiate community is a significant component of our future -- and is a smart investment. (the membership drive could even target, e.g., 200 student memberships; at current rates (200 x \$25 =) \$5000, which is 10% of our target. Given that there are over 40 collegiate taiko groups in N.A. and at least 10 players (on average) in each group, 200 is a conservative target.
- 3. We are requesting that the board make this committee an official committee. If the board does not want to make the group an official committee at this time, the group would still continue to exist.
- 4. The group would serve as a resource to the collegiate community. Right now, we are serving mainly as an advisory group to hosting Invitational.

5. Membership is currently Steve Sano, Linda Uyechi, Jane Lin, Huyen Tran, Mitchell Fukumoto, Kiyoshi Shikuma, Tyler Brown, Megan Matsumoto.
 - a) We are trying to recruit recent UC Irvine and UCLA alumni that have hosted Invitational.
6. We are offering our services. (A request was not made.) We started out by reaching out to this past school year's host (UC Irvine) and in helping the transition to the new hosts, we have invited UC Davis to communicate with us. They have been receptive to working with us.
7. This committee fits best under Programming, but Programming committee is in flux. Does this committee need to report to the board on a monthly basis?
 - a) This decision whether to make Collegiate its own committee or to fold it under the Programming committee will be tabled until Programming committee has a definitive chair.
 - b) The committee will continue to work and the board does not have any major objections to it.
 - c) All members of this committee would then get the messaging that is being sent out to all-comm mailing list.
 - d) Stan motions to make the Collegiate Taiko Advisory Group an official TCA endeavor with the eventual placement under the Programming Committee. Alan seconds. Unanimous approval. Motion approved.

VI. Action Items

- A. All members to think about potential ideas if no NATC 2017 proposals are received.
- B. All members to send suggestions regarding membership to Margaret by Aug 15th.
- C. Jane to talk to Elise regarding Comm Comm/Programming.
- D. All members to complete in-kind volunteer form to info@taikocommunityalliance.org.

VII. Announcements

- A. Next Board Meeting: Monday September 14, at 6:30-8:30pm PDT
 1. Regrets: Stuart
- B. 2015 TCA Board Meeting Schedule
- C. FYI: European Taiko Conference hosted by Kagemusha Taiko, February 11-14, 2016
 1. Limited to 60 leader/senior member participants from across Europe
 2. Invited Franco Imperial, Shoji Kameda, and Karen Young as international workshop leaders

VIII. Adjourn at 8:32PM.

Minutes approved.