

TCA Board Meeting
April 10, 2015 6:30-8:30PM PDT
via GoTo Meeting

AGENDA

- I. Called to Order at 6:34PM
 - A. Present: Rome Hamner, Margaret McKenty, Johnny Mori, Alan Okada, Jane Lin, Stuart Paton, Stan Shikuma, Linda Uyechi, Committee Chair: Elise Fujimoto
 - B. Regrets: Derek Oye, Wisa Uemura
- II. Approval of Previous Meeting Minutes
 - A. Alan moves to approve the meeting minutes. Stuart seconds. 7 approvals, 1 abstain (Stan due to absence). Motion approved.
- III. Committee Reports
 - A. Executive Committee (Chair: Johnny Mori)
 1. Annual Report (see email): Jane to put together comments and send out another version to board prior to release.
 - B. Census Update (Linda/Elise)
 1. Linda completed a walk through of current taiko census website and board provided feedback. Board members to also visit website outside of meeting and provide additional comments.
 - a. We should have an FAQ section.
 - b. Elise emailed out the Census Supplement for feedback. Supplement for everyone has an additional 15 questions. If you're an instructor, it's an additional 10 questions.
 2. Survey Review Plan
 - a. Week of April 11: share with consultant at WolfBrown (contact via Wisa) as well as user interface testing, i.e., a team member will sit with survey participant and get real-time feedback. Sue is also reaching out to America for the Arts consultant for feedback.
 - b. Still on target for May 1 release.
 3. Census Ambassador rollout and communication plan.
 - a. Logo: "Count me in"
 - b. Currently there are 40 ambassador; would like to get 50.
 - c. There will be a comprehensive marketing package full of templates for the ambassadors to guide them on how to reach out to their community. Elise will start reaching out to ambassadors on 4/15.
 - C. Board Development Committee (BDC) (Chair: Wisa Uemura)
 1. Wisa provided a written update of the potential board member list.
 2. Webpage with application materials:
<http://taikocommunityalliance.org/join-the-tca-board-of-directors/>
 3. Timeline
 - a. April 12: Final reminder email (Board members who contacted potential candidates should be sending out their own reminders)
 - b. April 15: Application Deadline
 - c. April 18-21: BDC vets applications

- d. April 22: BDC shares viable applications with full Board for review
 - e. May 9: Elections at May meeting for a minimum of 4 seats
 - 4. Ideally 12 Directors total with 4 seats up for (re)election, in 3 year terms, each year.
 - a. In order to “fill out” Board classes and to reach ideal size of 12 Directors, it is possible for Board to appoint/elect additional people for 1-2 year terms. (1 year term preferred as the 2017 class consists of only Wisa.)
 - b. Any existing Board member can opt for continuation by submitting an application form (or updating a prior one). Bypasses vetting process. Considered with all other applicants for open seats.
 - 5. Additional consideration: for some existing or past Board members to consider applying in order to maintain “pioneer” or “TCA founder” perspective.
- D. Finance Committee (Chair: Wisa Uemura)
 - 1. Unreconciled YTD Financial Report
 - a. March 31 bank statement not yet received so 2016 YTD PNL, BS, and cash flow tabs updated but not reconciled.
 - b. Added a “2016 Approved” column to 2016YTD_PNL tab so comparisons/projections can be made against the approved 2016 budget.
 - c. Added “Operational Budget” tab for year-to-year comparison
 - d. Analysis: monthly expenditures so low that TCA is “okay.” Concerns about timing and amount of any NATC2017 facility deposits and hiring of Conference Coordinator.
 - e. Wisa to confirm that we are current with our tax forms.
- E. Programming (Chair: Elise Fujimoto and Jane Lin)
 - 1. Artist Spotlight on Kenny Endo on 4/23 1pm Pacific Time
 - a. There will be questions regarding how the taiko community has changed and this will tie to the census.
 - b. Elise will be rehearsing with Kenny Endo on 4/22. Actual event will be on live via Skype on Livestream.
 - 2. Obon Project (June - August)
 - a. Jane presented the description and goal of this project. Goals include: to tell taiko stories and showcase diversity across different audiences; to interact with and engage the larger TCA membership population; to provide regular, scheduled programming content for TCA; proof of concept for future event models
 - b. Jane reviewed some of the video requirements.
 - 1. Must be submitted by a TCA member.

2. Video must start out with the following introduction: "My name is _____ and I am a TCA member. I am here at _____ Obon in _____ and THIS IS MY OBON!"
3. Share something about your obon, whether by walking through the different art/food/game stands, interviewing people, or recording a performance.
4. Examples of FB live videos:
<https://www.facebook.com/facebookmedia/best-practices/live>

- c. Timeline: It will be a pretty quick turnaround. We can start publicity as soon as Census is over (June). We would repost videos that people send us almost immediately (same day or day after). We would go until the end of August.
- d. We would like to get buy-in from certain people to commit to submitting videos for certain obons.

F. NATC Committee (Chair: Stan Shikuma)

1. Johnny in touch with Johnny Nguyen/UCSD regarding final figures on facilities charges. We have not gotten final figures. However, the initial figures seemed reasonable.
2. Derek and Rome in touch with SD fundraising committee to meet, greet and coordinate efforts between TCA and SD for NATC - ongoing.
 - a. TCA will be receiver of funds and fiscal sponsor.
3. Johnny working on MOU for SD. Hope to send to them after this meeting and have it signed/returned by end of month.
4. We should wait for final figures and MOU signed prior to official announce date/place. However there is already rumors/talk in the community that the location is at SD.
 - a. Elise can help out with publicity. Ideally we publicize in April or after May as not to conflict with census publicity.

G. Fundraising Committee (Chairs: Rome Hamner and Derek Oye)

1. Meeting held 4/7; no attendees. Continuing recruitment push
2. Call scheduled 4/21 with Cathy and Ruthie, SD people identified to be part of fundraising efforts for NATC17
3. Question for Board: apart from the prospects in the funnel, do you have specific contacts/resources that would be interested in funding NATC17?
4. Grant lead: Asian Cultural Council- deadline in October, decision in May (of 2017)
 - a. To fund Artists travelling outside of their home country to conduct the work (we fit the bill if we bring a Japanese Artist to America for NATC). It is to strengthen the ties between US and Asia.
 - b. Possible Fit for travel for conference; will follow up with NATC committee

H. Tech Resources (Chair: Linda Uyechi)

1. Gradually moving all web resources to a single AWS instance in the cloud.
2. Full focus on Census tool development and deployment.

- I. Comm Comm (Chair: Jen Callabero and Elise Fujimoto)
 - 1. This week, there will be a push for board applications.
 - 2. Newsletter this week on board applications, Kenny Endo webinar and teaser for census.
 - 3. Full focus on Census publicity.
- J. Membership Committee (Chairs: Margaret McKenty and Derek Oye)
 - 1. Next meeting scheduled for April 13 PM. No additional updates.
- II. Old Business
 - A. TaikoBaka Leadership Conference (March 25-27) (Derek/Margaret/Stuart)
 - 1. Background: Event sprouted from conversations about needing a leadership conference in the Taiko Community; Tiffany T was gracious enough to offer TaikoBaka name and be fiscal sponsor.
 - 2. Total of 14 registered participants.
 - 3. Schedule included Friday taiko playing sessions, Saturday all day and Sunday morning discussions and Sunday afternoon drumming sessions.
 - a. Informal discussions during meals & after-hours
 - 4. Discussion sessions were facilitated by Karen Young. Everyone had input into what topics to discuss. Topics included recruitment & retention, practice mgt, sustainability, fees/pricing, etc.
 - a. Schedule was every flexible around how the discussion progressed.
 - 5. Judging from participants' comments, conference was deemed enjoyable & worthwhile. Conference also seemed profitable.
 - 6. Participants included 4 people from Jiten, who will likely be a big part of the Bay Area RTG.
 - 7. There was interest in / awareness of TCA; many were TCA members. Verbal agreement to become census ambassadors.
 - 8. This seems like a workable model that the TCA could use. Karen is a good facilitator. However, we don't want to overstep on TaikoBaka if they want to repeat this in future. There was a general consensus that people would like to see this again.
 - B. Bay Area RTG - July 17
 - 1. They reached out to Derek with a number of questions about how to host the event. Derek has responded and also connected them with local people.
- IV. New Business
 - A.
- V. Action Items
 - A. Remind any potential candidates that the deadline is 4/15.
 - B. Email edits for the Annual Report to Jane.
 - C. Email edits for the Census Supplements to Elise.
 - D. Add any comments to the Census to Linda's link (or email Linda).
 - E. Email Rome any connections that you have for the list of grant prospects for NATC
 - F. Committee reports inputted into 5/9 agenda by May 6, 11:59pm Pacific Time.
- VI. Announcements
 - A. Next Board Meeting: Monday May 9, at 6:30-8:30pm PDT
 - 1. Regrets: Stan teaches until 7:30 on Mondays so will be late.

B. 2016 TCA Board Meeting Schedule
VII. Adjourn at 8:47PM.