



Taiko Community Alliance

P.O. Box 26895 • San Jose, CA 95159 • info@taikocommunityalliance.org

TCA Board Meeting
Sept 12, 2016 6:30-8:30PM PDT
via GoTo Meeting

MINUTES

- I. Called to Order at 6:35PM
 - A. Present: Elise Fujimoto, Rome Hamner, Jane Lin, Johnny Mori, Alan Okada, Tamiko Ooka, Derek Oye, Stuart Paton, Stan Shikuma, Toni Yagami
 - B. Regrets: Margaret McKenty, Wisa Uemura
- II. Approval of Previous Meeting Minutes
 - A. Federal tax return deadline has already passed but we have not filed yet. Our extension for federal tax return was denied so we need to submit ASAP. Wisa is working on this (see below).
 - B. Alan moves to approve July and August board meeting minutes. Rome seconds. Unanimous approval. Motion approved.
- III. Committee Reports
 - A. Executive Committee (Chair: Derek Oye!)
 1. Thank you to Johnny for being the chair during previous term and Johnny thanks the board as well!
 2. Updates will be provided through committee reports.
 3. Derek briefly presented some new ideas for board meetings that he will discuss with Exec Comm and present further to the board at the next board meeting.
 - B. Finance Committee (Chair: Wisa Uemura)
 1. Reconciled YTD Financial Report
 - a. This report does not include/reflect recently received payments from CAC grant (final payment of FY15-16 and initial payment of FY16-17)
 - b. Board member pledges not included
 2. Tax Returns
 - a. Contracted Boman Accounting as TCA's tax preparation professional (\$1,500 to prep and submit both federal and state tax forms.)
 3. Status: monthly expenditures so low that TCA is "okay."
 - a. Projecting 2016 Membership Drive in Sept/Oct. (It is very critical that we hit numbers during membership drive.)
 - b. Returning Board Member Loans in December 2016.
 - c. Currently projecting bringing on a conference coordinator in October



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- d. Need to update bank signature card with newly elected officers: Derek Oye (chairman), Wisa Uemura (treasurer), and Jane Lin (secretary).
- C. NATC Committee (Chair: Stan Shikuma)
- 1. Budget
 - a. Currently stands at \$217k.
 - b. Need registration revenue to be \$157k to break even.
 - 1. Estimated at 450 participants at a registration fee of \$350.
 - c. Board members reviewed and discussed the budget. Key items of discussion include:
 - 1. A payment or tiered plan for registration is possible but would significantly complicate the registration/collection.
 - 2. Budget looks reasonable in terms of grant revenue goals. We did not achieve the target in Vegas.
 - 3. Fee should be below \$400; recommended between \$300-\$350.
 - 4. Artist fees vs participant numbers
 - a. In Vegas, we ended up with a lot of workshops with a small number of participants because of low registration.
 - 5. Assistant Conference Coordinator
 - a. Previous conferences (not including Vegas) had infrastructure (JACCC/SJT) to support them. Need to evaluate if we have the infrastructure this time.
 - 6. Taiko Jam - assumption is approximately 500 tickets at 2 shows. \$25 ticket is recommendation from SD.
 - 7. Budget should be reviewed as part of Exec Comm and board meetings.
 - d. BOARD ACTION: Approve the entire budget, or at least the portion for conference coordinator.
 - 1. Johnny moves to approve the NATC budget (revenue and expenses). Alan seconds. Unanimous approval. Motion approved.
 - 2. Facilities
 - a. Johnny Nguyen has reserved all of the facilities.
 - b. All bills for facilities will be funneled through Johnny's non-profit organization.
 - c. If we use the facility, then we pay for it. If not, then no payment.
 - 3. MOU - Signed by Diana Wu



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4. Workshop Leaders
 - a. Mark Rooney is working on a plan to maximize the use of workshop leaders, which will hopefully reduce the cost of workshop leaders, especially for their transport and lodging.
 - b. Current plan has 5 workshop sessions (including discussion sessions), but we do not have workshop leader buy-in yet.
- D. Programming (Chair: Elise Fujimoto and Jane Lin)
 1. Upcoming Webinar: State of the Art (Saturday September 24th)
 - a. Goal of the webinar is to show the community what data can be extrapolated from the census. TCA members will have access to this data if they ask for it.
 - b. Agenda:
 1. Census Review: What did we cover? (10 mins)
 2. Results: What did we learn?(10 mins)
 3. Case Studies: How can this help you? (25 mins)
 - a. Angie Ahlgren (Data Team member; PhD candidate)
 - b. Kate Walker (worked on European Taiko Census, PhD candidate)
 - c. Jennifer Weir (ED of a Mu Daiko/Mu Performing Arts (?); using data to help her get grants?)
 4. Question & Answer (15 mins)
 2. Final Webinar: TBD (Nov or Dec, pending September meeting)
 3. Mini Grant Program launched, applications due on Oct 5th.
 - a. Re-granting \$1500 as a total. We would like to fund multiple projects.
 - b. Application is open for a month. More info on website.
 - c. International applicants is acceptable but needs to be tied to a 501c3.
 - d. Application selection will be evaluated based on alignment with our mission.
 - E. Fundraising Committee (Chairs: Rome Hamner and Derek Oye)
 1. Ineligible for ACTA since our budget is too high.
 2. Phone Call with Miyamoto (Shoji, Aya, Yoshi) - 9/23
 3. Hewlett Foundation Strategizing Meeting - 9/15 @ 3:30PM
 - a. Roy, Wisa, Sue, and Derek are strategizing on how to reconnect with Hewlett Foundation to be a supporter of TCA.
 4. NATC Sponsorship Package - In Progress
 - a. Collapsing/reducing sponsorship level after feedback from previous sponsors.
 5. Fundraising Committee Meeting Wednesday, 9/14 @ 7:00PM - 8:00PM



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- F. Tech Resources (Chair: Linda Uyechi)
 - 1. Preparing for TCA Census Webinar, Sept. 24, noon PST
 - 2. SF Data update complete. Thanks Sue! Only minor cleanup left.
 - 3. Peter and Linda exploring Taiko Mapping update
 - 4. Exploring best practices for data sharing and ideas will be presented at next month's board meeting.
 - 5. For new board members: Salesforce is a data program that is the backbone of our organization. It has all the information regarding our donors and memberships. You will learn more about it during membership drive and/or email Sue/Linda/Elise/Derek/Margaret. We need training session for board members.
- G. Comm Comm (Chair: Jen Callabero and Elise Fujimoto)
 - 1. Current External Comms:
 - a. Facebook Stats:
 - 1. Overall:
 - a. +9 likes (1355 total)
 - b. We should encourage people to like our page during the membership drive as this will likely be a main mode of communication for NATC.
 - 2. NATC Coordinator
 - a. 43 reactions (likes, hearts, shares)
 - b. 108 link clicks
 - c. 1424 views (reach)
 - 3. Mini Grant Program
 - a. 150 Reactions (likes, hearts, shares)
 - b. 154 link clicks
 - c. 4315 views (reach)
 - 4. Save the Date: NATC 2017
 - a. 433 reactions (likes, hearts, shares)
 - b. 475 post clicks
 - c. 6060 views (reach)
 - a. Upcoming Comms:
 - a. State of the Art Census Webinar (tomorrow)
 - b. Taikothon
 - c. Membership Drive
 - 3. Next Newsletter: Thursday, 9/22
 - a. State of the Art Webinar
 - b. Mini Grant
 - c. NATC: Save the date and Coordinator
 - d. Board bios
 - 4. Email Elise if you need help with committee recruitment or any other Comm needs (note current turnaround time is approximately 2 weeks.)
 - H. Membership Committee (Chairs: Margaret McKenty and Derek Oye)



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1. Ramping up for Membership Campaign
 - a. Reviewing Tech Forms for Submission (Sue)
 - b. Taikothon Meeting Planning - Scheduling first meeting (10/16)
 1. Goal is to tie it to NATC SD team.
 - c. Call for Data Team Volunteers (Natalie) - Board Recommendations.
 1. Email Derek with any recommendations.
 - d. Need support contacting Lifetime Members and reaching out - Requiring Board Action
 1. A reminder that part of the lifetime membership appeal was that they wouldn't be solicited annually.
 - e. Next Meeting Wednesday, 9/14 8:00PM - 9:00PM (Potential)
- I. Board Development Committee (BDC) (Chair: Wisa Uemura)
 1. Please self-monitor your committee involvement.
 - a. Bylaws require your service on a minimum of 2 committees.
- II. New Business
 - A. Derek - Reaching out to Nikkei Federation to see if they have any similar experience with us.
 - B. Face-to-face board meeting prior to conference - Date/time TBD
- IV. Action Items
 - A. Jane to edit meeting minutes regarding tax return forms.
 - B. Email Derek any recommendations for Membership Drive Data Team Volunteers
- V. Announcements
 - A. Next Board Meeting: Wednesday October 12, at 6:30-8:30pm PDT
 1. Regrets:
 - B. Adjourn at 8:31PM

Approved on: October 12, 2016

Signed:

Jane Lin, Secretary