

TCA Board Meeting
Jan 9, 2017, 6:30-8:30PM Pacific
via GoTo Meeting

AGENDA

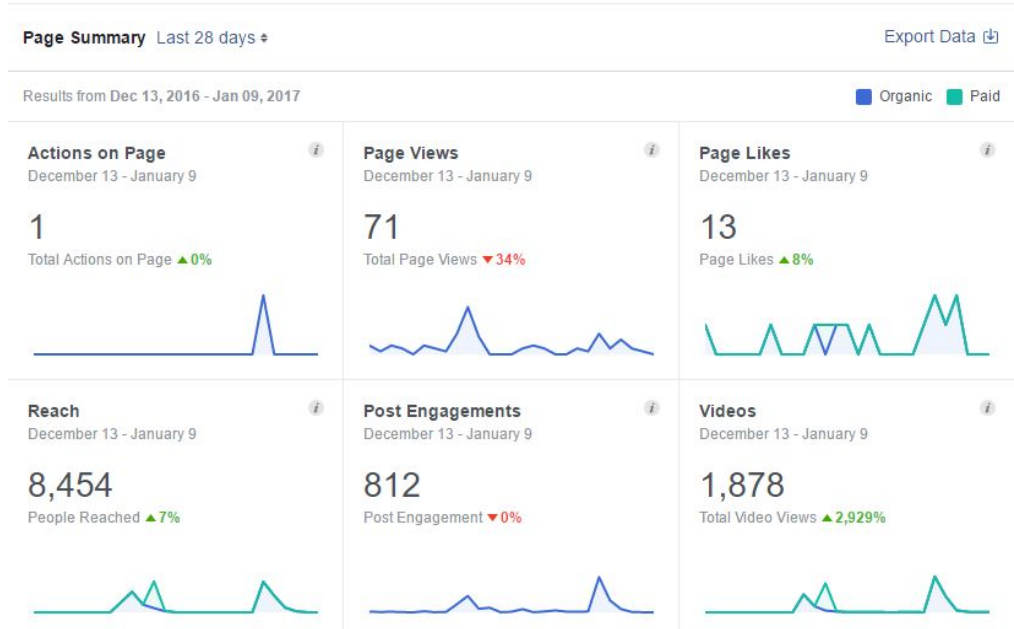
- I. Called to Order at 6:30 PM PST
 - A. Present: Elise Fujimoto, Rome Hamner, Jane Lin, Margaret McKenty (late), Johnny Mori, Alan Okada, Tamiko Ooka, Derek Oye, Stuart Paton, Stan Shikuma (late), Wisa Uemura, Toni Yagami
 - B. Present for NATC portion of meeting: Terry Nguyen (NATC Conference Coordinator)
 - C. Guest Presenter: Sue Yuen, Linda Uyechi
- II. Approval of Previous Meeting Minutes
 - A. Dec 11 Regular Board Meeting. **Motion to approve minutes (Rome/Toni). Carried unanimously.**
 - B. Nov 6 Special Board Meeting (tabled from last meeting). **Motion to approve minutes (Wisa/Johnny). Carried unanimously.**
- III. Salesforce Presentation: Sue and Linda
 - A. Salesforce Overview and How TCA Uses It
 - B. Board Member log-in and demo
 - C. Questions
 - D. Prior to Board Retreat, log into SF and test it out for 30 mins.
 - E. Recommend what types of reports you would like to see.
- IV. Committee Reports
 - A. NATC Committee Report (Chair: Stan Shikuma - notes edited for length)
 1. Meeting: Wed, 12/21/17, 8:00-10:00 pm PST
 2. Conference Coordinator update - Terry Nguyen
 - a. Mainly working on WS leaders and topics with Mark Rooney
 - b. Invitation letters to WS leaders sent out this week; now waiting for replies
 - c. Terry talking w/ Qris Yamashita re: design elements for NATC 2017
 - d. Susan Yuen has offered to design a registration program we can use for NATC; contract proposal submitted for Board or Exec Comm approval
 - e. Terry meeting with Johnny Nguyen at UCSD December 22 at 1:00 pm to tour campus and get an updated contract for Derek to sign for TCA
 - f. Facilities tour
 - (1) <http://tinyurl.com/UCSDTour1>
 - (2) <http://tinyurl.com/UCSDTour2>
 3. Taiko Community San Diego (host committee) update - Diana Wu
 - a. Met mid-November with a call for volunteers. ~ 40 folks showed up!
 - b. Divided into 5 Working Committees: Equipment, Marketing/Fundraising, Welcome Reception, Volunteers, Marketplace. Each has 4 members and a committee chair.
 4. Workshop Vetting Committee update - Mark and Terry

- a. Selected 55 Workshops and 3 Mini-Intensives, led by 27 Workshop leaders
 - b. 4 foreign teachers: Eri Ishizuka, Kyosuke Suzuki, Eri Uchida, Shogo Yoshii
 - c. 3 Mini-Intensives: Kyosuke Suzuki teaching Edo Bayashi (Eien Hunter Ishikawa assisting?); Unit Souzou (Michelle Fujii and Toru Watanabe) teaching Movement and Taiko; Tiffany Tamaribuchi teaching Composition
 - d. NEW WS Leaders (never taught at NATC before): David Wells, Noel Garcia, Devin Tani, Yoko Nakahashi (pending)
5. ADDENDUM: Report on meeting with Tanaka-sensei, Dec 24, 2016 - Stan Shikuma
- a. Tanaka-sensei is interested in leading two workshops - one on Friday, one on Saturday
 - b. Sensei is also willing to participate on a panel or round table discussion
 - c. Logistics can be arranged through Ryuma; Content should be discussed directly with Sensei
6. NATC Reg Fee and Budget - discussion and vote taken; passed by acclamation
- a. Early Bird Registration: \$325 for TCA Members and \$375 for non-members
 - b. Regular Registration (after Early Bird deadline date): \$400 for TCA Members and \$450 for non-members
 - c. Youth Rate for those 17 years and under as of Aug 10: \$275 for TCA members and \$300 for non-members
 - d. NOTE: No Early Bird discount for Youth; Must have parent or guardian sign or co-sign registration forms; Must have liability waiver signed by parent or guardian
 - e. Observer fee: \$175 for TCA member and \$250 non-member
 - f. Early Bird period ends April 15, 2017
7. Timeline leading up to NATC - *Tabled until next meeting*
- a. Overview/general targets and specifics for the next month or so
8. Task Assignments -- organize sub-committees to work on following - *Tabled until next meeting*
- a. STI
 - b. Taiko Jam
 - c. Discussion Sessions
 - d. Plenary Sessions
 - e. Equipment
 - f. Taiko Ten
- B. Executive Committee (Chair: Derek Oye)
- 1. Strategic Framework
 - a. Word version
 - b. PPT version

- c. Calendar years as well as Year One, Two etc. suggested for greater clarity (will compel tighter timetable however)
 - d. Focus to work on at Board retreat
 - e. Vision statement will be needed
 - f. All Board, please review & think about Goals & Outcomes - agree, add, change, etc. in preparation for Retreat
 - g. Sharing with & buy-in from Committees will be pursued in due course
 - 2. Board Retreat
 - a. Reviewing Agenda with Terry, Jane, and Elise next week
 - b. Will send out Survey Monkey to prepare for the Retreat
 - c. Meeting reminder from Secretary as usual, but aim is to hold short Board Meeting during Retreat for any voting business to replace February Meeting
 - d. Still booking Housing - Budget and Travel plans?
 - 3. **Next meeting:** Tuesday, Jan 31, 7:00-8:30PM Pacific
- Board Sharing Part 1
 - C. Finance Committee (Chair: Wisa Uemura)
 - 1. No Dec 31 report available due to Wisa's holiday travel.
 - 2. Report and projected budget for 2017 will be sent out via email for review by Jan 15.
 - 3. Approval of 2017 Budget: at February Board meeting.
 - D. Membership Committee (Chairs: Margaret McKenty and Derek Oye)
 - 1. EOY 2016 Campaign:
 - a. Total memberships: 436 (39 Student, 392 Regular, 2 Lifetime)
 - b. New members: 96; lapsed member renewals: 43
 - c. Total revenue: \$27,900
 - d. Data entry team member Sarah Gilbert will continue to monitor Salesforce weekly & input new memberships
 - e. Data anomalies (like wrong region) should be reported to Sue or Elsie for review & possible correction
 - 2. Working on developing appropriate (tangible) recognition for Lifetime members and data team volunteers
 - E. Fundraising Committee (Chairs: Rome Hamner and Derek Oye)
 - 1. Drafting CAC Statewide and Regional Networks Grant due 2/1
 - 2. Working with Japan Society of San Diego and Tijuana (JSSDT) to submit possible grant. Derek and Rome to have phone call with David to discuss grant opportunities
 - 3. Pursuing other local grant opportunities
- III. Committee Reports (cont.)
 - A. Programming (Chair: Elise Fujimoto and Jane Lin)
 - 2. Costuming 101:
 - a. Release Plan:
 - 1. We will be building out our YOUTUBE page, and recruiting subscribers via our individual webinars

2. Current subscriber count:
- b. SCHEDULE:
 1. January 13: Tabi and Teko
 2. January 20: Momohiki (3 parts):
 - a. Momohiki, part 1 - History & Construction
 - b. Momohiki, part 2 - Folding
 - c. Momohiki, part 3 - Tying & Sizing
 3. January 27: Haragake (2 parts):
 - a. Haragake, part 1 - History & Folding
 - b. Haragake, part 2 - Wearing & Sizing
 4. February 3: Hanten and Obi (3 parts)
 - a. Hanten 1 - History, Construction, & Folding
 - b. Hanten, part 2 - Wearing, and Obi, part 1 - Tying I (otoko-musubi)
 - c. Obi, part 2 - Tying II (kai no kuchi) & Folding
 5. February 10: The Costume of Ishizuka Yuu Taiko Project "Indra"
3. RECORDING WEBINAR (April-May timeframe) :
 - a. Chung-Wan Choi: Recording the Soh Daiko Concert
 - b. Joel Balestra: How we turned our practice space into a recording studio
 - c. Isaku Kageyama: Recording Blog post (not video)
 - d. Shoji Kameda: TBD
4. ECTC Plans:
 - a. Ben and Jane will be going, and representing TCA Program Comm
 - b. They will be doing short Roving Reporter segments on our Facebook page
 - c. Would like to hand out registration flyers for NATC (need to work out with Terry)
5. **Next Meeting:** Saturday February 4th, 4:30 PM
- B. Tech Resources (Chair: Linda Uyechi)
 1. Strategic Plan. TCA Tech met in December to develop a strategic plan for 2017. The main projects the committee plans to pursue are:
 - a. NATC registration. To continue the development of in-house SF expertise, Sue Yuen will contract with TCA to develop the NATC registration system; TCA Tech will support system testing.
 - b. TCA Census data. Goals for 2017 are in support of providing wider access to the TCA census data: (1) an interactive on-line tool, (2) static and dynamic images of census data.
 - c. Copyright and Licensing. Goal is (1) to gather, understand, and document information about copyright and licensing relevant first to content produced by TCA and ultimately to the taiko community at large, and to foster discussion around this topic.
 - d. Archiving. Explore digital archiving for TCA materials.
 - e. All Board to review & provide feedback to Tech Resources on TR Strategic Plan.

2. Salesforce Support Contract Position Proposal. NATC and Exec Comm agreed to contract with Sue Yuen to develop the NATC registration system.
 3. For more complete year-round SF coverage, TCA Tech is proposing that we identify and hire a part-time contractor: TCA Tech: SF Support Position Proposal. Ideally, this position could be filled coincident with the opening of NATC registration. Further reflection before and/or at Board Retreat requested of all Board.
- C. Comm Comm (Chair: Jen Callabero and Elise Fujimoto)
1. Facebook:
 - a. STATS:



Costuming Series

- b. NATC Registration Schedule announcement (if we're confident)
- c. Upcoming Planned Pushes:
 1. Costuming Webinar
 2. NATC (goal = Feb 1)
2. Newsletter:
 - a. Thank you for your thank-you videos! For those of you that did not see it: <https://www.youtube.com/watch?v=idrUc5GgUvo>
 - b. STATS (Last Campaign):
 1. Open Rate: 37.3% (957)
 2. Click Rate: 4.7% (122)
 - c. STATS (2016):
 1. Total List : 2567
 2. Open Rate: 34.5%
 3. Click Rate: 6%
 - d. NEXT NEWSLETTER: 1.19 - PLEASE LET ELISE KNOW IF YOU HAVE ANYTHING TO ADD
 1. Community Announcements

3. NATC Marketing Plan
 - a. Met with folks from TCSD, Las Vegas Taiko Community, and TCA last month
 - b. Upkeeping this working document as a plan: Working Marketing Plan
 4. **Next Meeting:** Wednesday January 11 6:30-7:30pm
 - D. Board Development Committee (BDC) (Chair: Wisa Uemura)
 1. Confirmation of BDC members begins now.
 - a. Current membership: Ron Miyamura (since 2015 process), Rome Hamner (since 2016), Toni Yagami (new for 2017), and Wisa Uemura - chair (since 2015).
 2. Recruitment for 2017 election will begin at end of January.
 - a. Existing Potential Board Member List
 - b. Current structure anticipates replacing 4 Board members per year, with potential for re-election to 2nd term (after which retirement is mandatory for stated term before returning)
 - c. Please send any recommended names with contact info to Wisa. (Building a strong Board is one of any Board's most important responsibilities!)
- IV. New Business
- A. Alan: Jane/Steve/Linda's support for ITI and ECTC not officially recognized as TCA work; part of Programming Committee, can this be included in Program Comm report? Yes.
 - B. Margaret: Local group has acquired some new members in the past year who are Deaf, including one who has just joined TCA. Very interested in attending NATC, but wondering (a) if there will be ASL interpreting available (essential for inclusive workshop participation); and if so, (b) will it be advertised so that any other Deaf taiko players can plan accordingly. Margaret has described this to Stan as NATC Committee head and is gathering info on feasibility from Community Services for Deaf - San Diego; will relay info as received.
- V. Action Items (for All Board Members unless otherwise noted):
- A. Please review & think about draft Strategic Plan Goals & Outcomes - agree, add, change, etc. in preparation for Retreat.**
 - B. Please review & provide feedback to Tech Resources on Tech Resources Strategic Plan.**
 - C. Please give further thought BEFORE Board Retreat regarding part-time contractor as outlined in TCA Tech: SF Support Position Proposal.**
 - D. Please send any recommended names with contact info to Wisa for Potential Board Member List.**
 - E. Please let Elise know if you have anything to add to next TCA Beat Newsletter (going out Jan 19)**
- VI. Announcements
- A. Next Board Meeting: Board Retreat Feb 11/17
 1. Regrets:
 - B. 2017 TCA Board Meeting Schedule
 - C. TCA Meeting Scheduler

VII. Motion to adjourn (Margaret/Wisa). Carried unanimously. Meeting adjourned at 8:35 PM Pacific

Minutes not approved.