



Taiko Community Alliance Regular Board Meeting

Date: Monday, Sept 11, 2017

Time: 6:30-8:30 p.m.

Location:

Go-To-Meeting

Participants:

Officers

- Derek Oye, Chair
- Alan Okada, Vice Chair
- Wisa Uemura, Treasurer
- Akemi Imai, Co-Secretary
- Margaret McKenty, Co-Secretary

Board of Directors

- Tamiko Ooka
- Toni Yagami
- Jane Lin
- Rome Hamner
- Elise Fujimoto
- Wynn Kiyama
- Alysse Itatani

Staff

- Terry Nguyen

Guests

-

- Agenda -

	Topic	Discussion Lead	Agenda Time	Agenda Minutes
1.	Call to Order at A. Present: B. Regrets: C. Invited:	Derek	6:30-6:35PM	5 min
2.	Approvals A. Previous Meeting Minutes B. Review Agenda	Derek	6:35-6:50PM	15 min
3.	NATC Updates A. General Updates	Terry	6:50-7:10PM	20 min
3.	Membership Committee A. Campaign Description B. Board Member support	Margaret	7:10-7:30PM	20 min
4.	Tech Resources Committee A. Data Security and Confidentiality	Elise	7:30-7:45PM	15 min
5.	Finance Committee A. Preparing for the future	Wisa/Board	7:45-8-20PM	35 min

	B. Discussion on usage of funds			
6.	New Business/Committee Reports	Derek	8:20-8:30PM	10 min

via GoToMeeting

ITEMS REQUIRING BOARD INPUT IN PURPLE

ITEMS REQUIRING BOARD VOTE IN BLUE

Info to inform discussion only

MINUTES

Minutes not approved.

TCA Board Meeting

Sept 11, 2017, 6:30-8:30PM Pacific

1. Called to Order at 6:30PM Pacific
 - a. Present: Elise Fujimoto, Margaret McKenty, Wisa Uemura, Toni Yagami, Jane Lin, Derek Oye (Chair), Alan Okada, Rome Hanmer, Tamiko Ooka, Alysse Itatani, Wynn Kiyama
 - b. Also present: Terry Nguyen (NATC Conference Coordinator),
 - c. Regrets: Akemi Imai
2. Minute of silence for 9/11 commemoration; Hurricane Harvey and Hurricane Irma survivors & sufferers; and others in danger/distress.
3. Approval of Previous Meeting Minutes
 - a. July 14 Regular Board Meeting. **Motion to approve minutes as corrected** (Alan/Elise). Minutes approved with one abstention (Rome).
 - b. August 9 Annual Board Meeting. Approval of minutes deferred until further corrections made.
3. Committee Reports (received in writing as part of "consent agenda" except where **Board discussion** or **motions** noted)
 - A. NATC Committee & Coordinator Update (Stan Shikuma/ Terry Nguyen):
 1. Met: N/A
 2. Membership:
 3. Final invoice from UCSD received & cheque sent. Total c. \$78K & \$14K = ~\$92K.
 4. Conference Coordinator position and relationship to NATC Comm being refined for future conferences through NATC Workflow Chart.
 5. Staff tasks & documentation all completed, so cheques can be released.
 6. Appreciation of donors/supporters was definitely expressed this year in various forms. Further efforts to thank e.g. local hosts & volunteers in more tangible ways could always be undertaken, if deemed a priority. Discussions with TCSD ongoing about best way to do this. Terry will update if/when TCSD articulates proposal.
 7. Committee Chair: Transition of committee chair & committee make-up discussed. Having at least one of two co-chairs be a Board member is preferable. Not a requirement to have Board approval, but a good practice that Board be informed of Committee changes. **Agreed that Toni & Mark take on co-chairship.**
 8. Elise expressed Board's profound thanks to Terry for her stupendous work on this conference. Keep in touch!
 9. **Next meeting: TBD**
 - B. Comm Comm (Chair: Jen Caballero and Elise Fujimoto)
 1. Met:
 2. Projects:
 - a. Membership Campaign Support
 1. Preparing to assist Membership Campaign with strategic initiatives:
 - a. Targeted Lifetime asks
 2. Look and feel of membership campaign

3. Campaign calendar
- b. Newsletter
 1. Next issue: Thursday 9/14
 - a. NATC Wrapup - Terry
 - b. Sharing photos (Flickr Site)
 - c. Sharing livestreams (YouTube)
 - d. Meet new Board Members
 - e. Membership Teaser
 - c. Website Changes
 1. Board member page needs to be updated, adding Board Alumni page as well
 2. Program Page organization
 - d. Membership Recruitment
 1. Align with Membership campaign for specific targeted Comm Comm asks
3. Membership: Jen Caballero and Elise Fujimoto
4. **Next meeting:** 9/15
- C. Finance Committee (Chair: Wisa Uemura):
 1. Met: July 25 and August 29 as Executive Committee
 2. Membership: no changes
 3. YTD Financial Report as of 8/31/17
 - a) Yet to receive facilities and housing bills from UCSD. Facilities anticipated to much lower than quoted.
 - b) If anticipated UCSD bills actualize healthy surplus from NATC due to reduced cost of facilities as well as increased fundraising.
 - c) Board to discuss strategic uses of surplus (NATC19 seed money, contracting of program/admin/NATC staff, raising mini-grant allocation, etc.)
 - d) Immediate decision not required. Floor opened to initial thoughts from Board members. Questions of consultants vs. staff hires; admin vs. programming. This is a very new question/opportunity. Input from Working Committees on priorities could/should be invited - balance must be struck between what community wants, vs. what Board thinks is needed for organizational sustainability & health. Much depends on final shape of Strategic Framework. An air of reality regarding \$\$ amounts might help to clarify wish-list. Not every idea will get funded 100%.
 - e) Not a matter for Exec Comm only to consider. This will impact 2018 budget. decisions can be made with ample time to consider & no need to spend money right away. Discussion to be continued.
 4. **Next meeting:** 9/27/17 as Exec Comm
- D. Board Development Committee (BDC) (Chair: Wisa Uemura)
 1. Met: N/A
 2. Membership: no changes
 3. Recommendation for board policy of officer terms to be discussed with entire committee.
 4. **Next meeting:** over next two weeks via email thread
- E. Fundraising Committee (Chair: Rome Hamner)
 1. Met: N/A
 2. Membership: unchanged
 3. Still recovering from NATC fundraising efforts; will get back into the swing this month
 4. **Next meeting:** TBD
- F. Programming (Chair: Elise Fujimoto and Jane Lin)
 1. Met: September 2
 2. Membership: no change

3. Check In Items:
 - a. NATC Recording Releases
 1. To the public in a timed release via Youtube:
 - a. Opening Session Segments: discussion of releases from Rev. Kodani, TCSD, and Alan)
 - b. Leadership Forum: need to let panelists and Kate Walker know
 - c. Taiko Ten:
 - i. Entire Program
 - ii. Each Group by Group - Would be nice to let each group know
 2. To the presenters:
 - a. Discussion Session recordings:
 - i. We've received many requests for Discussion Session Recordings, but feel that they should not be released publicly due to the "safe space" aspect of the session, but would like to release one archival copy to the presenter upon request, with the stipulation that it will not be publicly released.
 - b. Taiko Jam Photos:
 - i. Upon request, Ben will be batching and providing photos, and potentially video copies of their respective segments to the Taiko Jam performers
 - b. Previous NATC Recordings:
 1. Amy Wong has picked up all video recordings held at SJT studio. She has taken them to LA and will be:
 - a. Cataloging all known assets
 - b. Digitizing VHS and CD to mp4 files
 - c. Talking with Derek to approach JACCC about accessing more files
 - c. (Post Meeting) - Women and Taiko
 1. There is a lot of energy around continuing the efforts started by Women and Taiko.
 2. Women and Taiko will be submitting a final report, and we will discuss next steps after that, but the following items were discussed as potential next steps:
 - a. webinars
 - b. mentorship circles
 - c. potential future activities

4. QUESTIONS:

- a. What 2018 Initiatives do we need to cover?
 1. 50th Anniversary
 2. Strategic Framework

5. Next Meeting: 10/7/2017

G. Tech Resources (Chair: Linda Uyechi)

1. Met: July 21.
2. Membership: Angie Ahlgren, Elise Fujimoto, Sarah Gilbert, Peter Spangler, Kate Walker, Susan Yuen.
3. Post-NATC tasks related to NATC
 - a) Sue provided NATC survey data to Kate and Adam Weiner. Kate preparing report.
 - b) Josh Yoon is preparing documentation for Workshop Algorithm.
 - c) Review Taiko Explorer.
 - d) Linda provided tech support for GTM channel for Women and Taiko post-STI activities.

4. Membership Drive. Susan and Sarah in touch with Margaret re: membership drive. Membership link was activated before NATC. There are a large number of membership cases in SF that need to be closed.
 5. Next steps to be discussed at 9/16 meeting:
 - a) Data access, data use, confidentiality agreement
 - b) Resource security plan
 - c) Salesforce development roadmap
 - d) Webinar/training series for board members and potential Salesforce volunteers
 - e) Census Explorer tool
 6. **Next meeting:** Saturday, 9/16, 9 a.m. PST
- H. Membership Committee (Chair: Margaret McKenty)
1. Met: Sept 6/17
 2. Membership: Margaret, Tamiko, Toni, Yuri, Derek (advisor); Wynn & Anne Kessing to be added
 3. Have debriefed NATC from Memb Comm's perspective, & will circulate recommendations to Board when ready
 - a. Approx 50 memberships sold at/after NATC, including 1 Lifetime
 - b. Memb Comm will forward volunteer sign-up list to Jane to reach out to people & identify good fits.
 4. Current focus is EOY 2017 Membership Campaign
 - a. Shell dates: Start Oct 1 - finish Nov 4; Taikothon: Sunday Oct 15
 - b. Basic pitch: "2018 is 50th anniversary of NA taiko - be a part of it!"
 1. Special programming for 50th anniversary still TBD (see Program Comm report, above); somewhat beyond Memb Comm horizon at present.
 - c. Early Bird pricing \$40/\$20 in effect until end of Taikothon
 - d. Working on expanding Partner Program
 - e. Consulting with Fundraising, Tech & Comm Comm to harmonize efforts (confirm \$21.5 target, retention of c.450 members)
 - f. Few raffle prize draws, soliciting unique taiko "experiences" rather than tangible objects
 5. Board member asks:
 - a. Stay tuned for requests to contribute short promo vids (as in previous years' campaigns)
 - b. Draw prize ideas & offers welcome!
 - c. Like/comment/share public posts; relay Taikothon video requests to likely targets
 - d. **Next meeting:** Sept 12/17
- I. Executive Committee (Chair: Derek Oye)
1. Met: August 29, 2017
 2. Membership: Derek, Alan, Wisa, Margaret, Akemi, Alysse
 3. Continued to refine NATC Policies and Procedures
 - a. Draft will be completed at next meeting
 - b. Board will vote in October Meeting
 4. **Next meeting:** September 27, 2017
- I. New Business:
- A. World Taiko Conference 2020 Involvement. Derek was asked to be TCA rep on planning committee. Board supports this provided costs (if any) are borne by the organizers. Event perks for TCA members (e.g., early registration) would create good synergy.
 - B. Stay tuned for Women & Taiko STI report (in preparation).
- II. Action Items (for all Board Members unless otherwise noted):
- A. Margaret will forward volunteer sign-up contact data to Jane for further outreach.
 - B. Board members who can suggest or offer taiko "experiences" for draw prizes during membership campaign, please contact Memb Comm.

C. Board members please consider appropriate initiatives for allocation of current surplus, if possible with some costing.

III. Announcements:

A. Next Exec Comm meeting: Wednesday Sept 27, 7:00-8:30PM Pacific

B. Next Regular Board Meeting: Wednesday, Oct 11, 6:30-8:30PM Pacific

C. [2017-18 TCA Board Meeting Schedule](#)

D. TCA Meeting Scheduler

IV. **Motion to adjourn** (Margaret/Toni). Meeting adjourned by consent at 8:34PM Pacific.