

TCA Board Meeting Minutes

Sunday 8/25/13, 2:30pm, Braun Rehearsal Hall, Stanford University

Present: Roy H., Alan O., Tony J., Stan S., Johnny M., Linda U., Wisa U.; (Local Planning Committee) Sue Y., Steve S., Elise F., (Launch Meeting Staff) Geoff N., Helen P., Sarah Y., Gayle Y.

Absent: Iris S.

1. Initial Reactions to Launch Meeting

- a. All: Pleasantly surprised that we were able to accomplish our desired goals.
- b. Majority: Expressed wish to not lose momentum/energy generated by Launch activities and participants. Facilitator was critical in moving from individual perspective to a more collective outlook. Had felt that TCA was on hold prior as Board wanted to gather input from larger taiko community before making critical decisions that would shape TCA's long-term vision. Launch Meeting was a positive starting point on our goal for inclusiveness. The taiko community is comprised of very talented, passionate people - need to get them involved moving forward. Daunting number of deliverables in the first two months.
- c. One: Cautious about too much enthusiasm and how it could hinder timeliness or thoughtfulness.

2. Next Steps

- a. Outreach
 - i. TCA Database consists of Donor lists, Launch Meeting attendees, Census responders.
- b. Timeline
 - i. Staff hiring is major earmark determined by funding.
 - ii. \$50K raised by January 2014 is a major determining factor in hiring staff.
- c. Board Transition
 - i. Deadline - transition to formal nonprofit Board by August 2015.
 - ii. Term lengths - suggested 2-3 years to provide staggered departure of original members, would prefer to retain an undetermined, small, number of Transitional Board (including those brought in during transition) after August 2015 to provide continuity and to serve as a resource.
 - iii. New Membership - more important to select based on skill set (administrative, fundraising, web development, program development, etc), not on name recognition or playing ability.
 1. Roy motioned to add Local Planning Committee (Sue Y, Elise F, and Steve Sano) to Board due to their skill set in light of upcoming deliverables and past contributions to TCA.
 2. All agreed.

iv. Existing Board Member Desired Exit

1. All willing to stay on until August 2015 if transition process requires it with following differences:
 - a. Steve ideally off before August 2015 but will stay as long as needed.
 - b. Stan, Sue, Wisa, Elise, Tony open to stay beyond NATC15 if appropriate.
 - c. Roy & Alan would like to step down from Executive Committee immediately.

2. Revised Board Structure

- a. Roy & Alan step down from Executive Committee
- b. Tony motions that Sue and Wisa become part of Executive Committee as Treasurer and Secretary respectively. Seconded by Linda. All approve.
- c. Tony motions that Johnny become Chair. Seconded by Elise. All approve.
- d. Executive Committee:
 - i. Stan Shikuma
 - ii. Johnny Mori, Chair
 - iii. Wisa Uemura, Secretary
 - iv. Susan Yuen, Treasurer
- e. Board
 - i. Elise Fujimoto
 - ii. Roy Hirabayashi
 - iii. Tony Jones
 - iv. Alan Okada
 - v. Steve Sano
 - vi. Iris Shiraishi
 - vii. Linda Uyechi

3. Unfinished Business

- a. Overhead payments - Johnny motioned that up to \$10K be given to San Jose Taiko for overhead expenses. Motion tabled.
- b. Acquisitions - storage space needed and internet servers/fees.
 - i. Tony motions that Executive Committee be able to decide on purchase of necessary items not exceeding \$3K. All agree.
- c. JACCC still holding NATC archives (both programmatic and logistic) - videos, hard drives, programs, merchandise, etc.
 - i. SJT agrees to take care of moving items to NorCal.
 - ii. Gas reimbursement will be issued.
- d. Action Items before next Board Meeting:
 - i. Follow-up Survey to Launch Meeting participants
 - ii. Sue to close out expenses with TCA Launch staff
 - iii. TCA Launch staff will type up all notes from weekend and help post on website
 - iv. Gayle offered a "Debrief Meeting" as part of her contract but

willing to discuss other items like continuity, survey design in its place if more helpful

4. Next Board meeting: **Wednesday, September 11th 7pm** Elise will sign up for GoToMeeting trial and send out info.