

TCA Transitional Board Meeting
March 15, 2015 6:30-8:30PM PST
via GoTo Meeting

AGENDA

- I. Called to Order at 6:32PM PDT
 - A. Present: Johnny Mori, Stan Shikuma, Susan Yuen, Wisa Uemura, Roy Hirabayashi, Alan Okada, Steve Sano, Iris Shiraishi, Linda Uyechi; Executive Director: Bruce Davis, Committee Chair: Elise Fujimoto
 - B. Regrets: none
- II. Approval of February 11, 2015 Minutes - ACTION ITEM (5min)
 - A. Roy motions to approve; Stan seconds; unanimous approval.
- III. Executive Director's Report/Highlights (Bruce)
 - A. TCA Staff GTM a couple of weeks ago to familiarize contract and salaried staff. Planning to hold meetings once a month.
 - B. Membership update from Lindsay Brown: We currently have 664 members. We also know of 187 pledged memberships still to come in (unfulfilled). Additionally, looking at the CVent reports, it's safe to say that we get an average of one NEW member a day. (28 new for the month of January and 27 new for the month of February)
 1. Board members to contact individuals they know who have have unfulfilled pledges/donations.
 2. Lindsay to delete listings for payments that come in.
 3. General verbiage: Thank you for pledging your charter membership of [value] (and donation of [value]). According to our records, we still have not received payment for your charter membership. Please remit payment via (payment methods). If you have already submitted payment, please contact me immediately to update
 4. our records.
 5. Sue to find payment instructions for Board language.
 - C. Membership Committee: Aya still interested in chairing membership committee.
 - D. Communications will be sending out a March newsletter later this week.
 - E. Bruce Davis will be attending Board meeting on June 10 in Las Vegas but out Thursday, back Friday (son's graduation in Canada).
- IV. Committee Reports
 - A. Finance (Chair: Sue Yuen)
 1. YTD Financial Report shared via email.
 - a) Pledges are included.
 - b) Not likely to share with Exec Comm (acting Finance Comm) before Board meeting due to timing.
 - c) Question about some line items. Resolved.
 - d) Request to include column for Projected/Approved budget for year to provide context.

B. Fundraising (Chair: Sue Yuen)

1. 1.5 months to meet our NATC fundraising goals. Launched NATC sponsorship/fundraising site at sponsor.taikocommunityalliance.org. Announced on Facebook. Let's use it.
 - a) printable brochure
 - b) justification for sponsorship
 - c) sponsorship levels
 - d) marketplace information/form (1 application so far)
2. Fundraising Committee will be meeting later this week to discuss progress on Fundraising Funnel.
3. Foundation Funding:
 - a) Waiting on an active grant application at Japan Foundation for NATC (general expenses for Japanese artists); quick turnaround: \$5k.
 - b) Just submitted a California Arts Council grant for general operating for TCA; \$20k; kudos to Linda Uyechi, Sue Yuen, Steve Sano, Vera Gert, and Elise Fujimoto for their help in generating application; lots of template language for future applications.
 - c) Meeting with John McGuirk, Director of Arts Program at William and Flora Hewlett Foundation in April to introduce TCA.
 - d) Coffee meeting with Program Director at David and Lucile Packard Foundation.
 - e) Anyone can forward potential fundraising opportunities to Bruce.

C. NATC (Coordinator: Elise Fujimoto)

1. Registration: 280 total registered= 214 participants; 41 observers; 25 volunteers/workshop assistants. Goal of 450.
 - a) Question regarding geographic representation. Elise will pull a report.
 - b) Can fulfill pledges when registering for NATC
2. Fees Collected: \$105,833 (includes \$76k for registration fees, \$4,500 for new membership, \$19k for housing, just under \$6k for donations)
3. Workshops: now open enrollment (charter, member, public). 48 total workshops. 4 sold-out already. All workshops have at least 3 people enrolled. Instructors will be receiving attendance info within the month.
4. Working Committees: Chairs all in place except for workshop registration.
5. Taiko Jam:
 - a) Performing Groups: Fushu Daiko (FL), Unit One (SoCal), Zenshin Daiko (HI). Maze Daiko from Alameda, CA invited and accepted.
 - (1) Arashi Daiko had to decline invitation due to Visa issues. (Future - consider international participation and challenges so that Taiko Jam can be more North American - not just US).
 - b) Line Producer: Roy Hirabayashi contracted as Line Producer.

- c) Marketing Director: Gene Sugano accepting NATC Marketing Director position - for Taiko Jam and NATC in general. Will work with some Comm Comm members for PSAs.
 - d) Tickets: \$30 general admission. Working on getting info/sales up and running on UNLV Box Office.
 - 6. Taiko 10: deadline today for applications. Received 9 so far.
 - a) Strict no-noise after 10PM so planning a 90 minute program (8-9:30PM) with 9 groups.
 - (1) Suggested to consider 7:30 start as 9 groups will run over 90 minutes, with MC intro, soft end times.
 - (2) Can the 10 minute time limit be enforced? Jen Caballero and Heidi Varian will contemplate.
 - (a) Request a preliminary tape from selected groups (full runthrough) to help predict run times.
 - b) NV Arts Council grant application was submitted to assist with Taiko 10 expenses.
 - 7. Marketplace: need help spreading the word. Sponsorship page.
 - 8. Equipment: Yumi Ishihara will chair. Heidi Varian assisting. Need a SoCal liaison to coordinate collection of drums. LATI has agreed to be the collection point.
 - 9. Concierge/Mentorship: Jon Campbell and Ben Pachter will chair. Matt Ogawa will assist with mentorship program specifically.
 - 10. STI: waiting on UNLV to secure facilities (beginning of the week).
 - 11. Housing: there is a small block of on-campus housing for Wednesday. Elise open to extending to Tuesday.
 - 12. Board annual meeting on June 10: will need facilities. Time/agenda not set but tentatively hold 9am-5pm.
 - 13. Upcoming:
 - a) weekly emails to push registration
 - b) discussion session idea solicitation
- D. Transition (Chair: Margaret McKenty)
- 1. Approval of TC's Bylaws Revisions
 - a) [Stan motions to accept the Bylaws revisions put forth by the Transition Committee; Wisa seconds; unanimous approval.](#)
- E. Board Development Committee (Chair: Roy Hirabayashi)
- 1. Nomination forms are all up online on TCA site.
 - 2. Looking for 4 seats. BDC hopes to give Board as large a list as possible to select from.
 - 3. Deadline for nominations is April 15.
 - 4. Short list being generated by Board Development Committee. If Board has name suggestions, please send to Roy.
 - 5. Thanks to Jane Lin for pushing forward the form completion and the accompanying Expectations sheet.

6. Still intending to vote/elect new Board members at May 2015 meeting.
- V. Old Business
 - A. Outstanding Action Items (may be included in committee reports)
 1. Completion of In-Kind Volunteer Time form - passed on to Lindsay to tie into Salesforce.
- VI. New Business
- VII. Action Items
 - A. Push Marketplace
 - B. Push NATC Sponsorships
 - C. Contact known individuals on unfulfilled pledge list
 - D. Send fundraising ideas to Bruce
 - E. Send potential Board nominees to Roy
- VIII. Announcements
 - A. Next Board Meeting: Sunday, April 12 at 6:30-8:30pm PDT moved to Wed, April 15 at 6:30-8:30PM PDT
 1. Regrets:
 2. Late: Steve (7:30PM), Iris (as soon as possible)
 - B. 2015 TCA Board Meeting Schedule
- IX. Adjourned at 7:41PM PDT.

Minutes approved at April 15, 2015 meeting.
