

TCA Transitional Board Meeting  
April 15, 2015 6:30-8:30PM PDT  
via GoTo Meeting

## AGENDA

- I. Called to Order at 6:35PM PDT
  - A. Present: Johnny Mori, Stan Shikuma, Sue Yuen, Wisa Uemura, Roy Hirabayashi, Alan Okada, Steve Sano, Linda Uyechi; ED: Bruce Davis; Committee Chair: Elise Fujimoto
  - B. Regrets: Iris Shiraishi
- II. Approval of March 15, 2015 Minutes - ACTION ITEM (5min)
  - A. Roy motions to approve March 15, 2015 Minutes; Alan seconds; unanimous approval.
- III. Executive Director's Report/Highlights (Bruce)
  - A. Thanks to Johnny Mori and Stan Shikuma for flying into Bay Area to hold a one-day Executive Committee Retreat on March 25.
  - B. Membership update: 695 total paid members/13 new members last week (50 new members total from NATC registration)
    1. Of the 187 unfulfilled pledges reported last month 6 have been fulfilled.
  - C. NATC activity is picking up, more in NATC report.
  - D. TCA has received its first credit card--American Express Business Gold Reward card.
- IV. Committee Reports
  - A. Executive Committee
    1. March 25 Retreat summary
      - a) Completed check against Launch Meeting timeline, core values & principles.
        - (1) Actual execution dates of timeline items was ahead or behind initial timeline, but most have been delivered.
      - b) Board Development
        - (1) Board Survey/Matrix to be completed prior to elections, by April 22.
        - (2) Board Election Process recommended to BDC (see BDC report).
        - (3) Changeover in officers/Exec Comm: Johnny would like to step down, Sue terming out. Wisa and Stan willing to stay. Unless Alan and/or Linda step into officer positions, there will be 2 brand new Board members sitting on Exec Comm.
      - c) Future TCA programming
        - (1) See image below of Sustainability Matrix of possible future programming. Starting the conversation, to be continued at June annual meeting with entire Board.

- d) NATC troubleshooting
  - (1) Determined at-door pricing to encourage registration.
- e) Welcomed face-to-face aspect of meeting. Good conversations. ED suggests to do so every six months whether just Exec Comm or entire Board.

B. Finance (Chair: Sue Yuen)

1. Reviewed Financial Report for Q1 - 2015

- a) Most annual expenses are predictably on track at end of first quarter.
- b) Clarification: It is possible to separate out NATC income/expenses (or any TCA program/project) from the organization as a whole. This report is inclusive of all TCA fiscal activity.

C. Fundraising (Chair: Sue Yuen)

1. Grants

- a) California Arts Council grant application (\$20,000 for gen ops, program coordinator, census) submitted 3/6, went under review 4/7. Awaiting status.
- b) Hewlett Foundation meeting with John McGuirk 4/2, followup email request sent 4/9 (\$25,000 for gen ops, program coordinator, census, planning for capacity-building conference in 2016). Awaiting status/request for a full proposal.
- c) Nevada Arts Council grant for Taiko Ten (\$1500) through LV Kaminari. Funding up to \$1500 approved 4/14. Production costs - staging, chairs, equipment rentals.
  - (1) Will need to be careful on how we acknowledge funding, as we cannot give impression that funding is direct to TCA.
- d) Japan Foundation Los Angeles - Denied.

2. Corporate

- a) Links to Sponsorship Site. Sample letter. Brochure. Fundraising Funnel.
- b) Asano Taiko U.S. confirmed at Luminary level (combination of cash, in-kind).
- c) Blue Man Group confirmed at Bronze (in-kind -- 6 pairs of tickets for Las Vegas show within a year's time, to be sold via silent auction at opening reception).
- d) Meeting on Monday with Miyamoto Unosuke Shoten / kaDON
- e) Others hot prospects pending: Findlay Toyota (in-kind Taiko Jam and Taiko Ten publicity), Union Bank, J. Morey (our insurance company)
  - (1) Johnny to contact Steve Morikawa at Honda - more for general TCA support, not specifically NATC. Note to be sensitive to the Findlay Toyota prospect.
- f) Deadline: April 30th to be included in print program.

3. Individual
  - a) Drummer's Circle push went out this week on Facebook.
    - (1) Approximately 30 people have donated during registration process.
  - b) Snail-mail campaign to past NATC donors, taiko groups.
  - c) Deadline: April 30th to be included in print program. Could extend deadline if posted as an insert.
  - d) Other ideas?
- D. NATC (Coordinator: Elise Fujimoto)
  1. Registration= 343
    - a) Members
      - (1) Participant: 242
      - (2) Observers: 35
      - (3) New members gained: 112
      - (4) Membership Fulfillment payments: 12
    - b) Non Members
      - (1) Participant: 14
      - (2) Observers: 22
    - c) Volunteers
      - (1) Volunteers: 23 (less than half of what is needed, around 80)
      - (2) Workshop Asst: 7
    - d) Housing & Meals
      - (1) Double Occ: 96
      - (2) Single Occ: 53
      - (3) Early Arrival: 22
      - (4) Mealplan: 70
    - e) T-Shirts: 203
    - f) Additional Donations:
      - (1) Drummers' Circle (\$250): 3
      - (2) Drummers' Circle (\$150): 4
      - (3) Drummers' Circle (\$100): 7
      - (4) \$50: 11
    - g) \*\*ADMISSION PRICES ARE GOING UP STARTING MAY 1:
      - (1) <http://nadc.taikocommunityalliance.org/registration/>
      - (2) Will also start One Day passes in May:
        - (a) \$100 for Friday admission
        - (b) \$200 for Saturday admission
        - (c) \*One Day Passes do not include a Taiko Jam ticket
    - h) Geographic Breakdown: top 4 states in registrations
      - (1) CA: 46
      - (2) HI: 38
      - (3) AZ: 11

(4) CO: 7

(5) Targeted campaign to CA and also Canadian taiko players.

2. Workshops: Instructor contracts continue to trickle in. System setup to provide any travel reimbursements needed prior to NATC. All contracts are due May 1.
  - a) We're hoping to release 2 new workshops: Chieko Kojima teaching Hana Hachijo and Miyake Taiko teaching Miyake style drumming pending facility space at UNLV, which we're supposed to be updated on by Monday, April 20.
  - b) Youth Program: I was advised to find 10 willing enrollees, which Manman and myself have located, and we're also hoping to launch the youth program sequence in the next week or so, upon update from UNLV.
3. STI: We've been in talks with Kris Bergstrom since February, but facilities issues have prevented us from confirming the event. Now, we're less than 8 weeks out, and UNLV is unable to accommodate the event. Before pursuing other options, we're asking attendees and the general community to let us know if they would actually attend STI (need 15 people to break even). Surveys are being conducted on FB and via email until May 1.
4. Taiko Jam:
  - a) Web Announcement went out today via FB, email to TCA list, and email to participants.
  - b) Print advertising is delayed approx. 1 week while we search for better publicity photos.
  - c) Contracts are from performers are all in. Roy is speaking with each group to determine staging and equipment needs and is also in process of finding a stage crew.
5. Taiko 10:
  - a) Applications have closed, 10 groups have been selected. Per conversation at previous meeting, concert will now start at 7:30pm and Jen is requesting that each performing group submit a video of their set to confirm timing.
  - b) Las Vegas Kaminari Taiko has gotten confirmation of the Folklife Opportunity Grant from the Nevada Arts Council for Taiko10. Final amount has not yet been confirmed, will be sent via mail this week.
6. Marketplace:
  - a) We currently have the following vendors confirmed for Marketplace:
    - (1) TaikoSource
    - (2) Kodo Arts Sphere America
    - (3) Asano Taiko U.S.

- (4) Miyamoto Unosuke Shoten
- (5) 11 Red Pigs
- (6) Kato Taiko
- (7) Taiko with Toni
- (8) TaikoMom Bachi Bags

b) Currently researching Business license registration and has confirmed that TCA needs to complete a temporary Multiple Vendor License with Clark County. Estimated cost is \$1000 plus \$5000 surety bond. Working on completion for submission by 4/28. Individuals do not need to submit business licenses, but TCA is responsible for collecting sales tax.

7. Sponsors:

- a) Confirmed
  - (1) Asano Taiko US (Luminary)
  - (2) Blue Man Group- Monte Carlo
- b) In Progress
  - (1) Miyamoto Unosuke Shoten
  - (2) MGM
  - (3) Union Bank
  - (4) J. Morey Insurance
  - (5) Findlay Toyota
  - (6) Restaurants around UNLV:
    - (a) Aloha Kitchen
    - (b) Braddah's Island Tacos
    - (c) SmashBurger

8. Merchandise:

- a) Tshirts
- b) Water Bottles
- c) Mister fans
- d) Sunglasses

9. Equipment:

- a) Call will happen this week. Committee Chair Yumi Ishihara has found volunteers to manage drum collection in Southern California, completed an in-depth collection survey with photo requests of drums and matching stands, and is working on finalizing email language.
- b) Las Vegas groups can provide approximately 30% of total drums needed for the conference. So, we will have a heavy reliance on Southern California, and possibly Northern California as well. Minor outreach will be done in Arizona, but we cannot afford second truck route, so we will be asking AZ groups to drive in drums themselves, if they are able.

- (1) Will focus solicitation efforts on Southern California first. If needs are not met, will target Northern California next.

10. Program Acknowledgements

- a) Will include all TCA working committee members, thanking for service and commitment to TCA.

11. Plenary Session Inclusions:

a) Opening:

- (1) opening performance- Las Vegas groups
- (2) Welcome Message- Johnny
  - (a) sponsorships
  - (b) recognition of JACCC
- (3) Skype in Bruce and Spencer
- (4) History of TCA video
- (5) Alan's History of Taiko talk
- (6) RFP Announcement for help session on Sunday
- (7) Logistics Talk (equipment, facilities, last-minute changes)
- (8) LV Welcome and Heat Stroke awareness announcement

b) Closing

- (1) Message from Bruce
- (2) Board member thanks and introduction
- (3) TCA Volunteer thanks
- (4) Slideshow
- (5) possible raffle?- or maybe silent auction results from reception.
- (6) Site Announcement?

E. Board Development Committee (Chair: Roy Hirabayashi)

1. Nominee submissions: we've received 4 applications as of board meeting. With verbal confirmations for at least 3 more.

- a) Do we need to entertain the possibility of offering full 3-year terms to 4 candidates and partial 2-year terms for remaining qualified candidates? Answer: BDC will be focusing on filling the 4 seats available, decision to accept additionally qualified applicants for shorter terms will be made by Board at May 11 meeting.

2. Elections Process

a) Needs

- (1) secret ballot necessary via survey monkey

b) Process

- (1) BDC preliminary vetting
- (2) Board members given files on each viable candidate
- (3) Board final vetting before meeting (via online secret ballot, 4 votes per Board member to hopefully identify top candidates)

- (4) At May Board meeting, close meeting for discussion with purpose of identifying slate
  - (a) discuss secret ballot results
  - (b) discuss top candidates
  - (c) identify slate of 4 candidates
    - (i) if more than 4 qualified candidates are identified Board will discuss possibility of offering 2-year terms.
  - (d) re-open meeting: vote on each candidate individually

V. Old Business

- A. Outstanding Action Items (may be included in committee reports)
  1. Completion of In-Kind Volunteer Time form - Membership Coordinator Lindsay is working on this.

VI. New Business

- A. RFP for NATC2017
  1. Release date before NATC (mid-May)
    - a) informational meeting on Sunday at NATC 2015
    - b) deadline sometime soon after NATC
  2. Should proposals be limited to CA sites? No decision but general support for accepting any valid, viable site whether in or out of CA.
- B. Exec Comm approved reimbursement for Bruce's 2015 benefits at March 25 retreat \$3,900 for 2015 (way under budgeted amount) - ACTION ITEM
  1. Stan moves to approve the reimbursement for Bruce's 2015 benefits; Steve seconded; unanimous approval.
- C. Discuss Roy's conflict of interest as Taiko Jam Producer and Board member
  1. Roy will recuse himself from any discussion/vote regarding his responsibilities/compensation.
- D. June annual meeting in Las Vegas
  1. Wed, June 10 from 10am-6pm
  2. Location is within the UNLV Student Recreation and Wellness Center.
  3. Tuesday/Wednesday night lodging can be arranged through Elise or on own.
  4. Tentative Agenda for transitional meeting with outgoing and incoming members (outgoing members no longer have voting privileges)
    - a) Officer Elections
    - b) Conflict of Interest Forms for all Board members
    - c) Future TCA Programming/Sustainability Matrix
    - d) ED evaluation
      - (1) At June meeting: recuse ED, each Board member (not the new, includes the outgoing) evaluates ED using form (quantitative score and submit qualitative comments) - SJT AP model

(2) Post-June meeting: someone will have to pull most common comments and distribute to committee (most likely Exec Comm)

(a) Exec Comm to do actual evaluation with Bruce

e) Cirque du Soleil/Mystere 7pm show on Wednesday night (complimentary tickets and backstage access)

VII. Action Items

- A. Complete Board Survey (link above) by April 22.
- B. Push Corporate and Individual Sponsorships/Donations
- C. Push NATC Registration (May 1 prices go up)

VIII. Announcements

- A. Next Board Meeting: Monday, May 11 at 6:30-8:30pm PDT
  - 1. Regrets: Steve Sano
- B. 2015 TCA Board Meeting Schedule

IX. Adjourned at 8:30PM PDT.

Minutes approved at May 11, 2015 meeting.



WIFI

Network: San Jose Taiko

password: tardashi

Commissions

Re-Granting

Membership Director

Taiko Heritage Month

NATC 2015

2016 Capacity Building conf

Master's Retreat

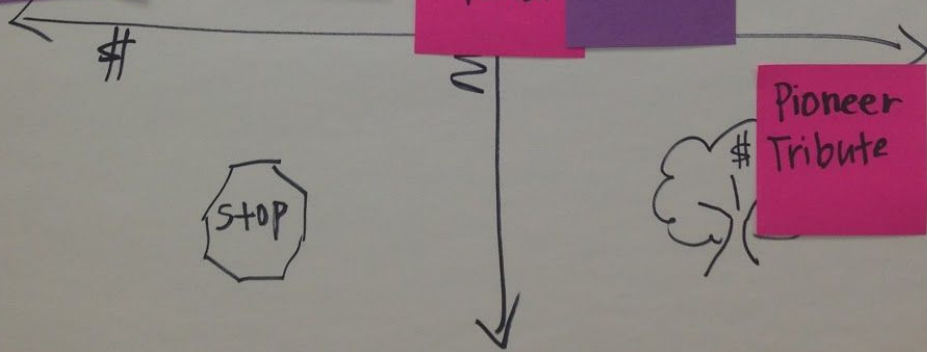
Membership Fees  
Membership Projects

TCA - produced virtual

Fiscal Sponsorship

TCA - presented Virtual Programming

NATC 2017



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