

## **Minutes March 4, 2018 SOA board meeting.**

Present: Connie, Shin, Brad, David, Michael T. and Rob K. (Webmaster) Absent: Nancy, Ito

### **I. Welcome**

Connie welcomed everyone and requested meeting be extended to 90 minutes as there are two additional items on the agenda: Quebec and collection of ISP membership.

### **II. Website**

Rob K. presented there have been positive responses from the SOA board and SOA NTC. Jim, Shin and Connie to follow up with Rob on potential changes to curriculum titles for Shintaido and Shintaido Kenjutsu. Rob reports he could have the site ready to go live this week. Action item: Rob to notify Brad of go live date. Brad to notify people on our Mailchimp list by 11 March (pending Rob's final clearance). Request to track number of hits on new website to give the board an idea of membership interest in website over the first month of going live.

### **III. Financial reports: FY 16 and FY 17**

Brad sent the board the reports for FY 16 and FY 17. He sent FY 14 & 15 for comparisons. He reports \$1000 - \$1200 from membership dues. FY 17 lost \$1,268 and FY 16 lost \$669. SOA when founded in August 1976 had a starting balance of \$19,562.43 and the balance as of 31 December 2017 was \$9,328. Brad suggested there should be a conversation on what balance SOA should keep and when to be concerned. Connie suggested that a balance of \$5,000 would be a trigger to review spending and that a balance of \$2,000 would be the minimum to cover the basic expenses for two years.

Discussion followed on increasing membership from the 17 members for FY17 to 30 for FY 2018. Brad suggested blog announcements twice a month. Topics could be a current YouTube video with a brief introduction on reason to see video. Themes could be a historically significant video, significant article or article from Body Dialogue. For example, Ito-sensei had a recent article on Taimyo that could be shared. There was a request to Shin, as chair of NTC, to review any videos for veto power to say 'techniques demonstrated do not met quality standards'. Brad would like to have 12 videos to use over the next 12 months. Brad asked for an assistant to research for current videos on YouTube and for articles from Body Dialogue and then type an introductory message. David volunteered for a 3-month period of time to start this project with Brad. David also encouraged 90 second videos from current gasshuku that demonstrate an instructor doing a technique be filmed and included. The goal is marketing to keep people connected to Shintaido. Action item: Connie and Brad to give David deadlines via his SKYPE address.

### **IV. Tax Filing and SOA active status**

Connie reports Chris Ikeda-Nash is doing tax filing. Connie shared the report from California Business Search that SOA has an active status with state of California as a domestic nonprofit.

### **V. SOA business reports for FY 16 and 17.**

Connie reviewed the written summary of business activities. There were no corrections. Connie reviewed that a non-profit need is to give financial reports and business reports for the membership. Brad agreed to send this report along with the financial reports to members via MailChimp. Action item: to be sent by 25 March by Brad.

**VI. Membership**

As discussed in the financial report, agreement was to develop a regular announcement to members on Shintaido. The goal is twice a month. David will volunteer for 3 months to work with Brad on this project. Membership letter will be due July 2018. Action item: to develop a membership letter.

**VII. NTC grant**

Shin reports that SOA has approved a \$500 allocation for NTC grants for 2018. Shin reports after the NTC meeting in January, 4 people – Jim, Shin, Chris and perhaps Joe – are interested in attending the semi-international in Italy 31 Oct to 4 Nov. The new request is for an additional \$1500, for a total up to \$2000 with a maximum of \$500/pp. Discussion followed. The request is for Shin and NTC give a written summary of why it is essential for NTC members to attend 2018 and how attending this event will benefit SOA members. It was moved and seconded to vote on the proposal of \$2000. This proposal was declined at this time. Action item: Shin to give NTC the request with a date of May 3 as the deadline to give a written request to Connie (as SOA chair) to share with the board before the meeting June 3<sup>rd</sup>. Action item: Brad and Connie to develop budget estimates for 2018, 2019 and 2020. This was further amended to have a general scholarship available for January 2019 to attend the East Coast/West Coast Kangeiko for current & paid SOA general members. **Action item:** Shin and NTC to give budget estimates for NTC need for 2018, 2019 and 2020.

**VIII. Request by ISP to collect and transfer ISP dues**

Connie presented preliminary thoughts from ISP on SOA being the intermediary to collect, track and transfer ISP membership dues. Connie presented two concerns: financial and infrastructure. For example, PayPal charges 2.9% per transaction which is \$1.62 as well as costs to transfer money internationally. Infrastructure concerns are the time to track membership as well as the person to do this tracking. Brad expressed concern over this time and potential to detract from his time to increase SOA membership and SOA membership benefits. Board agreed with Connie's concerns as presented to ISP. SOA board will get updates as ISP looks further into how collect ISP membership.

**IX. Request by ISP to provide the deposit for the 2020 site in Quebec**

Connie presented the request by ISP to provide the deposit for Quebec for 2020. Connie explained that Quebec is a SOA member. Currently, international funds are not available for use. Connie reports that a deposit made in 2019 would be refunded in 2020. Board agreed with this request.

**X. Request by Czech Republic to do work exchange to put current Shintaido book in English into eBook form in exchange for translating the book in to the Czech language.**

David reports the Czech Republic has the people and skills to translate the Shintaido book into the Czech language. David proposes a work exchange of putting the English version into eBook for the waiving of a licensing fee to translate the book into the Czech language. All board members agreed there is value to have the Shintaido book as an eBook. Shin reports SOA has 10 boxes with 50 books each in stock. Shin reports 1 sale per year of the Shintaido book. Proposal passes for Czech Republic to do a work exchange to put the English version online as an eBook in exchange for translating the Shintaido book into the Czech language.

**NEXT meeting: Sunday, June 3, 2018 at 2pm PST via SKYPE**

**Minutes submitted by: Connie Borden**

