

Minutes SOA Board meeting 9 October 2022 11am West Coast time via ZOOM

Present: Connie, Shin, Nancy, Brad, MT, Ito plus guest Chris Ikeda-Nash

Absent: Herve, David

Overview of agenda:

- I. **Investment policy and plan**
- II. **Grants**
- III. **Grant to publish English version of Shakunetsu**
- IV. **Written reports**
- V. **Next date: 18 December 2022**

Agenda:

I. **Welcome and updates**

Board welcomed CPA Chris Ikeda Nash as guest and member of SOA finance committee

II. **Investment policy and plan**

A. Investment policy

Chris and Connie presented the written investment policy that has three objectives: 1) preserve capital, 2) Maintain liquidity, and 3) Obtain a fair rate of return. Policy approved by SOA Board as written.

B. Investment plan

Chris recommended SOA board authorize the purchase of CD's over Treasury Bills. T Bills have the risk if sold before the maturity date. Brad agrees with Chris and see's CD's as the best choice to minimize the loss of money. Chris proposed to purchase 3 CD's – one for \$1000 for 1 year; one for \$2000 for 2 years and one for \$2000 for 3 years to total \$5000 for investments. Nancy moved to approved proposal as stated by Chris and Shin seconded the motion. No further discussion followed. Vote taken by poll with 6 yes votes – passed unanimously. **ACTION ITEM:** Connie to follow up with investment brokerage to purchase the CD's over the upcoming weeks.

III. **Grants**

Connie reviewed the non-binding recommendations of the one-time focused group (Jim, Rob G., Bevis, and Lee O. with follow-up from Brad and Lee S.)

- A. Defer the CPR/first aid proposed financial support from SOA. SOA Board agreed.
- B. Send to SOA NTC \$2000 as financial support in addition to the annual \$500 to discuss development of teaching positions or support to Videos/Podcasts.
- C. Offer grants to Graduates and above for teaching in areas of cancer, aging, neurological illness, and end of life care. Two grants would be available in 2023 for maximum of \$750 each for a total of \$1500.
- D. Offer grants to Graduates and above who are stating a new class in a physical structure to support start up costs of space rentals and publicity. Two grants of \$750 maximum to total \$1500.

Items B, C, and D were discussed as one topic. It was clarified that grants are for one year – 2023. Applications would open 1 January 2023 and close 31 March 2023. Nancy suggested reaching out to Heather Kuhn given her classes focus on healing from trauma.

Board agrees on use of grants and not micro-loans. Brad hopes the next focus could be on the SOA website. Brad proposed to approve \$5000 in grants in the three areas presented above (SOA TC, teaching, and startup costs) – Nancy seconded proposal. Vote by poll – 6 yes votes. **ACTION Item:** Connie to put items into 2023 budget; SOA TC to discuss possible teaching positions; need to finalize application process and review process for grants.

IV. Grant to publish English version of Shakunetsu

Connie gave the overview of the proposed grant of \$3000 to have HF Ito be the book coordinator for publishing an eBook of Shakunetsu. The proposal is \$1000 to Pierre for the copywrite, there is funding for MM for the cover calligraphy. A royalty would be paid to Pierre about publication at the rate of 40% of profit. Ito explained he has two teams to proofread from Japanese to English and French to English (interviews only). The goal is to be done in about 2 – 3 months with a target of eBook publishing by 31 January 2023. Pierre will arrange to have some hard copies made for those Pierre interviewed.

Nancy volunteered to be one the people doing proofreading. Ito accepted and asked her to be part of the team with Jim S., Lee O. to do the final professional proofreading. Ito will be working with Herve who states he has ‘connections’ to assist him with doing the eBook. Brad moved to approve a budget of \$3000 to make the English version of Shakunetsu with HF Ito as book coordinator and seconded by Nancy. Vote by poll and all 6 yes votes.

Action Item: HF Ito requests that Brad send his email to Ito who will then ask Pierre to give his PayPal account. Brad to transfer \$1000 US dollars from the SOA PayPal account to Pierre’s account. Once copywrite is paid, then Pierre will provide SOA and Ito with the full book done in English, including photos and the ISBN number for the book. HF Ito to notify SOA board president and treasurer as additional funding is needed within the remaining \$2000.

V. Written reports

Connie summarized the two written reports. The July Boh workshop benefited from \$700 from the Joe Z. Fund to support air travel by Charles Burns. The report included comments from attendees. There is the report on the SOA website and one video on the SOA YouTube channel. (There are more videos to be made, including video from Quebec).

No report from Rob K. on SOA website.

Connie submitted written outline for orderly transition of SOA Board chair and offered to mentor anyone interested in chairing a meeting over the next 9 months or anyone interested in being board chair in the future. Connie outline three areas: work to maintain SOA as a non-profit, work of SOA with ESC for international leadership and annual items for board such as membership and budgets.

VI. Next date; 18 December 2022 and agenda

18 December, 11am West coast, 2pm East coast, 7pm UK and 8pm Europe.

Agenda:

- 1) Legacy gifts**
- 2) SOA Website**
- 3) Podcast report for 2022 and plans for 2023**
- 4) SOA budget for 2023.**

Minutes respectfully submitted by Connie Borden on 9 October 2022