

Chado Urasenke Tankokai Philadelphia

Annual Meeting, January 29, 2017

Minutes

Opening

The meeting was called to order at 11:00 a.m. with 13 present and 11 proxies. The agenda was formally adopted as presented.

2016 Activity Report

Morgan Beard reported that in addition to doing demonstrations around the area and gatherings to celebrate Otsukimi, Robiraki, and Hatsugama, we have several different class sessions. Taeko Shervin teaches lessons at her home in King of Prussia. Drew Hanson also teaches out of his home two days a week as well as teaching at Penn State's Tea Institute, where there are nine students in beginning and advanced classes.

At Shofuso we have about fifteen students, although usually not more than six or seven at any given class. This year we also had three beginning sessions, with five attending in May, two in the summer, and four in the fall. There was a question about how people usually find out about classes; most often it's through Shofuso's promotion, sometimes through our website, and sometimes via word of mouth or other sources. There was additional discussion of different promotion options.

There was a suggestion that we list past and upcoming demonstrations on our website, and also that we require people to pay in advance for gatherings so that we are certain of recouping costs.

Financial Report for 2016

Drew Hanson reported that we had a good financial balance at the end of the year, \$12,756.59.

Because of our nonprofit status, we're required to spend a certain percentage of our funds every year, and so we need to think about ways to spend our extra funds. Drew suggested a ryurei or misonodana that members of the association could use for demonstrations where it isn't practical to bring tatami mats. Morgan also suggested lightweight tatami mats to use for gatherings or demonstrations, and Drew mentioned that he had found good ones from Chopa.com.

Other suggestions included paying for the tea and sweets used at lessons, or getting a storage unit for the association's utensils so that they will be easy for everyone to access.

There was a question about the value of the utensils that the association owns; Morgan will update our financial report with that information and send to all members.

Committees for Association Activities

Keijiroh suggested forming committees to spread around the responsibilities for the various activities that the association undertakes. After some discussion, the following committees and committee members were agreed upon:

Demonstration Committee: Derek Finn and Drew Hanson, co-chairs; other members include Mary Lynn Howard and Terry Sherwin. Purpose is to coordinate volunteers and other organizational details for monthly demonstrations at Shofuso as well as requests for demonstrations around the area.

Events Committee: Morgan Beard, chair; other members include Sachiko Houck and Taeko Shervin (ex officio). Purpose is to organize association gatherings for Robiraki, Hatsugama, and others.

Communications Committee: Frank Chance, chair; other members include Derek, Brandon, and Morgan. Purpose is to maintain the website, social media, press contact, and materials for distribution.

Collections Committee: Frank Chance, chair; other members include Terry Sherwin, Mary Lynn Howard, Dave Taylor, and Morgan Beard. Purpose is to catalog our collection of utensils and create a descriptive database for it; research a potential new storage site; and keep track of which utensils have been borrowed.

Sakura Sunday Committee: Morgan Beard, chair members include Keijiroh Yamaguchi, and Derek Finn. Aaron Dilliplane, though not in attendance at the meeting, is anticipated to be working closely with this committee. Purpose of the committee is to organize association activities for Sakura Sunday.

Tea Culture Committee: Keijiroh Yamaguchi, chair; other members are Mariko La Fleur, Mary Lynn Howard, Pamela Lee, and Ken Cohen.

Election of Officers

The slate of candidates presented in writing to each member. Morgan went through and explained the job duties for each description. Keijiroh moved to accept the slate and Terry Sherwin seconded; the slate was unanimously approved.

Board Meetings

Keijiroh Yamaguchi proposed that board meetings be held in January, March, June or July, September, December, and additionally that all directors be required to attend at least half of the meetings each year. Minutes from each meeting are to be distributed within three weeks.

The next meeting will be held on March 5 at 11 a.m. at Frank Chance's home in West Philadelphia. Scheduling for future events will happen at that meeting.

Upcoming Events

Sakura Sunday will be on April 9 this year, with a nodate demonstration at Shofuso on April 8.

Derek Finn shared that the Hort Center is facing budget cutbacks, and Sunday meetings there might no longer be an option. Drew will look into the possibility of using the space at Cliveden for Robiraki as well as Hatsugama.

New Business

There was a suggestion to add expanded topics to Tea Culture Study Group, possibly including more on Japanese culture, or broader tea culture.

There was a request for a list of current members and contact information to be distributed to all members. Morgan will send this out.

The meeting was adjourned 12:45.