

Chado Urasenke Tankokai Philadelphia  
Annual Meeting Minutes  
January 26, 2020

Present: Morgan Beard (taking minutes), Frank Chance, Rommy Driks, Brandon Forsht, Drew Hanson, Sachiko Houck, Mary Lynn Howard, Nuria Melero, Taiko Ruf, Terry Sherwin, Rosemary Schwegel, Travis Shick, Alan Tarver, David Taylor, Nahks Tr'Ehnl, Keijiroh Yamaguchi

We received an additional six proxies, establishing a quorum.

### **Opening**

Frank Chance called the meeting to order at 10:01.

The agenda was adopted by consensus.

### **Demonstration Committee Report**

Chairperson Terry Sherwin gave Demonstration Committee report. As of the beginning of the year, she has taken over for Drew Hanson as the head of the Demonstration Committee, and she began by thanking Drew for his service.

She began by talking about our monthly demonstrations at Shofuso, the Japanese House in Fairmount park. We have volunteers who come to monthly demonstrations and help as volunteers in a variety of ways; Terry would like to make by creating an online sign-up sheet so that people can easily let her know when they're coming and when we would need more help or have enough people. She is still waiting on a full set of dates for 2020.

Terry has also created an online sign-up sheet for people who are interested in doing demonstrations that are requested by other individuals or organizations at their location. There are some individuals who often do demonstrations like these, and there's been an assumption in the past that these people have the utensils and equipment that had been needed, so she would like to make sure we have equipment available for people to borrow.

She would be interested in talking to anyone who is interested in volunteering to either do demonstrations themselves or help others. She went over upcoming demonstration requests and the kind of things that people do during demonstrations, and also what the needs are.

The sign up sheets are available to anyone who would like to be involved – anyone who is interested should contact Terry.

She also would like to review demonstration fees we charge – should they stay the same?

At the conclusion of the report, President Frank Chance also thanked Drew for many years of service handling these requests.

## **Events Committee Report**

Committee chair Morgan Beard reported that we had private Tankokai gatherings for Hatsugama, Rikyuki (combined with a memorial for Brother Joseph Keenan, who passed away 20 years before), Otsukimi, and Robiraki. These gatherings are intended for members and guests to celebrate the season; we don't advertise them to the public like we do demonstrations, so they tend to be smaller.

We also do festivals as part of our public outreach. This year we did cherry blossom festivals for the Japan America Society (Sakura Sunday) and the Obon Festival at Shofuso. At the Sakura Sunday festival we served tea and sweets for a small donation, resulting in income of over \$1,000; we also did free demonstrations for anyone who wanted to watch. We also did free demonstrations at the Morris Arboretum's cherry blossom festival. At the Obon Festival, we did a "drop-in" tea where people could sit and have tea and watch the host do a chabako temae (also free).

In 2020, Sakura Sunday will be a two-day event, and we've been asked to participate in both days. Whether or not we'll be able to do a fundraiser also depends on how many volunteers we get, but we should be able to at least do the free demonstrations.

The Japan America Society is organizing Japan Philly 2020, a year-long series of events, including everything from art and history exhibitions to performances, that celebrates the history of Japan's connections with Philadelphia and the people who were important in creating that history. We've been invited to take part with demonstrations, including an exhibit celebrating the Raymond and Nakashima families and a grassroots conference in October.

Morgan also asked everyone to let her know if they're interested in participating in the committee, and also if they have any suggestions for events they'd like to see celebrated.

Brandon Forsht suggested that we take part in the 50<sup>th</sup> anniversary of the Seabrook Obon festival, which takes place in July 18. Morgan will follow up with the organizers.

## **Collections Committee Report**

Committee chair Frank Chance reported that the work of cataloging the utensils that are collectively owned by the association is ongoing.

He is also working on a gift policy to help guide what types of items we can or cannot accept as donations, which he will forward to the board when ready.

There was a question about whether or not we are also cataloging the magazines and books owned by the association. The response is that the committee is currently focusing on utensils but a list of publications is a good idea.

It was suggested that if anyone has old tea books or magazines they no longer want, they could donate them to the collection.

## **Finances**

Treasurer Drew Hanson presented an overview of the association's finances. (See separate document "Financial Summary for 2019.") Overall, the news is very good; we took in more money than we spent, ending the year with \$10,103.04 in cash.

There was also discussion of a first draft of an organizational budget, including some explanation of individual line items.

There was a request from a member to have more comprehensive financial budgeting and reporting; the member will work with board members to put together report. It was emphasized that it's important to understand the purpose of each line item in the budget and whether it's for members or for public education. We should look at the results of each program versus expenses.

There was a request to revisit how we plan events like Hatsugama; it was expressed that our celebration is too elaborate and needs to be scaled back and that the fees are too low and need to be raised.

It was also suggested that we ask Shofuso to reimburse the association for tea and sweets (and the association would reimburse the people doing the demo).

## **New Business**

There was a brief discussion of creating protective covering for transporting our new tatami mats. Terry Sherwin, Mary Lynn Howard, Brandon Forsht, and David Peralta all expressed interest in working on the project.

There being no other business, the meeting was adjourned at 11:08 a.m.