

**Minutes SOA Board Meeting**  
**May 6, 2006**  
*Telephone conference call*

**Present:** Connie Borden, Stephen Billias, Eva Thaddeus, Michael Thompson, HF Ito, Rob Kedoin, Sandra Bengtsson, Lee Seaman

**Absent:** David Franklin

**Roles:** Timekeeper Sandra, Facilitator Lee, Minutes Connie

**Convened:** 1:08pm

- I. Marketing subcommittee update by Connie: Marketing subcommittee met April 29<sup>th</sup> and has three items. 1) Summary is complete from membership collected during January and February 2006. Pending review by Stephen, (action item) *result will be sent out by Connie by May 20<sup>th</sup>* to Instructors and can be given to general membership 2) An 'external' survey to non practitioners of Shintaido is being developed by Rob Kedoin and committee to review. 3) Tools such as brochure templates to be developed by Lee and "30 second elevator" speech tips being developed using David Franklin's idea by Stephen and committee to review.
- II. ISF Board update by Connie: Email communication of ISF board has stopped when Japan Shintaido changed servers and a request was made to Taro to reestablish email list. Recent communication with Taro this week (during SF trip), indicates that Taro is no longer involved with Shintaido and is developing his own business (teaching first aid) this summer. Preliminary communication indicates agreement from Taro that another person assuming role of secretary/manager would be a good idea. Connie emailed Ula, Great Britain, who is interested in re-establishing board communication. Connie presented for SOA board consideration on benefit to have ISF reside in the United States (both bank account and manager). *Action item:* Connie and Ito to meet between 5/24 and 6/2 to discuss this idea further.
- III. DVD Project by HF Ito: Henry Kaiser and Ito to edit film summer of 2006 and be ready for use by September 2006. *Action item:* SOA board to decide on number of DVD to produce and sales price. *Action item:* SOA to decide if further DVD's are needed and budget/financing to complete DVD series.
- IV. Membership database on server by Lee and Connie: Dan Ridley gave cost proposal of \$1425 for database on server plus mailing labels feature and public access to database; and \$974 for project without either feature. The work would take 19 hours for the full job and a 3 -5 week length of time to completion. Discussion followed on benefits to the two extra features of mailing labels and public access. Rob Kedoin evaluated cost and length of time to complete project as reasonable and moderate price. Sandra expressed desire to include mailing label feature to ensure easiest use by regions to print mailing labels. Propose made to pay \$1275 to include the label generating feature (via pdf) and the motion passed with 1 abstaining vote. *Action item:* Connie to notify Dan of decision and level of proposal. Sandra, Rob and Stephen to provide technical assistance to Dan until project complete. Sandra

discussed need to ensure maintenance plan is in place to keep names and rankings current. *Action item:* see number V.

- V. Database transfer to Marti: Lee and Sandra presented the database physically is transferred. Need is now for both technical advice and for procedure advice to Marti. Sandra to provide technical and Lee to provide procedural advice. *Action item:* Connie to give email welcome to Marti with contact information. Rob to update website email contact to be Marti for database.
- VI. SOA publication manager authority: Connie presented need for Cheryl to have clarification on her ability to reorder items for the bookstore. Proposal made that publication manager can reorder high selling items as needed to maintain inventory up to \$500 (per item). Motion passed. Proposal made that publication manager can give HF Ito discount (wholesale/at production cost). Motion passed. Proposal made that publication manager would submit proposal to board for approval for development of new bookstore items (both for content and money). Motion passed.
- VII. Certifications, exams and honorary certification for June 3<sup>rd</sup> by HF Ito: Ito requested board consider if L'Attitude students can have double ranking, such as Kenko Taiso I and Advance student and 2) if an Honorary Graduate certificate can be given to Michel. Connie confirmed that students attending the Deerfield Shintaido Farm event June 3<sup>rd</sup> will be SOA members and pay \$40 membership. Lee confirmed that the NTC has reviewed Ito's proposal and that Jim, Lee and Connie responded affirmatively. Ito plans to give Kenko Taiso I and II in cooperation with L'Attitude. Joe Z., Bela and Ito will be examiners for SOA exams for both Shintaido and Boh. *Action item:* Lee to take to NTC the request to evaluate benefit to adding Kenko Taiso I and II to SOA curriculum and respond to the SOA board by September 2006. Discussion followed on SOA board giving Honorary Graduate certificate to Michel as has been given by SOA board/founders in 1996 to 4 USA practitioners. Criteria in 1996 was 1) students had made substantial contribution to SOA and 2) students were 'completing' their studies of Shintaido without desire to pursue Instructor ranking. HF Ito presented contributions of Michel over past 15 years and future contributions of promoting Shintaido. Proposal made that an Honorary Graduate certificate be given to Michel pending an interview with Joe, Bela and Ito and recommendation to SOA board subcommittee of Rob, Stephen and Connie that same weekend. Motion passed unanimously. *Action item:* see proposal. *Action item:* SOA board clarify criteria for Honorary for future situations, including restriction that this does not allow a person to take an Instructor exam.
- VIII. NTC chair rotation January 2007. Lee reminded group the NTC chair will change in January 2007 and there is a need to re-evaluate need for additional membership to complete tasks.
- IX. Election of current SOA board: Connie presented the current slate has not been sent to membership pending an email list. *Action item:* Sandra to give Connie email list.

Meeting adjourned 2:35pm