

## **MINUTES OF SOA BOARD MEETING, 10/19/03**

Present (virtually anyway): Jennifer Peringer, Connie Borden, Eva Thaddeus, Michael Thompson, David Franklin, Stephen Billias, Sandra Bengtsson.

### **1. 2004 INTERNATIONAL**

Lee Seaman and Connie suggest exchanging photos online to connect hosts and guests. Not much info on the event available so far.

### **2. SOA PUBLICATIONS**

Needs new blood to manage it. Updating of media and materials needs to happen, as well as research and development. David and Jennifer will meet before kangeiko to assess current stock. The account is currently separate from the main SOA account, and accounting is unclear- is it through Ito or SOA? Connie will clarify this with Chris, and find out how much money is in the SOA Publications account.

### **3. GRANT GUIDELINES**

A total of \$2000.00 was approved for the first year of grants, with an upper limit per grant of \$750.00. The application form as it looks so far was approved. The following dates were decided:

Mar 1, 2004: application deadline

Apr. 1: decision about who gets what deadline

Apr. 15: By then applicants should have all been informed

July 1: Grant recipients to give update on project to board, with receipts

Oct. 1: Another update

Dec. 1: Final paperwork to board, completion of grant

### **4. BUDGET**

By the end of the year we'll have \$9000 in the main account. David also has a CD with \$7400 in it. He will mail the latest statement to Sandra, so she can think about what to do with it. Recent expense increase is due to the website. Revenue from dues always increases with exams.

### **5. DOJO NAME**

Stephen and Bela want permission to use the SOA name on their retreat center. Everyone thought that would be fine.

### **6. NTC/SOA COMMUNICATION**

Eva and Lee have been talking. The NTC and SOA should meet at kangeiko. Eva will help organize the agenda with Lee.

### **7. KANGEIKO MEETING**

Elections should be held. Stephen wants to be elected, wonders what the process is. Connie will generate the appropriate email to members.

Connie wants the kangeiko meeting to include a discussion of the upcoming year's events, and our goals for the year. Also the whole very big issue of our relationship with Japan.

### **8.INSTRUCTORS' FEEDBACK**

Jennifer and Eva will organize a pre-kangeiko instructors/group leaders' meeting to discuss the issues of teacher credentialing, sabbaticals, etc.

### **ACTION ITEMS**

- Jennifer and Eva will organize a group leader's/instructors meeting
- Connie will initiate election process
- Jennifer and David will assess SOA Publications stock in January
- Eva and Lee will create agenda for SOA/NTC meeting at kangeiko
- David will send CD statement to Sandra, so she can think about what to do with it.
- Connie will talk to Chris about how the accounting is done for SOA Publications.
- Stephen will update the grant application form to reflect this meeting's decisions

Did I miss anything?

- Jennifer