

**International Shintaido Board Meeting**  
**4 January 2020 (Skype call)**  
**Meeting Minutes**

**Attending:** Pierre Quettier, Lee Ordeman, Soichiro Iida,  
Mark Bannon, Connie Borden (ITEC Rep)

**Excused:** JL de Gandt, Pierre Paranque

**Main Business**

1. Board members update - PQ indicated he spoke to JL. Everyone is very happy to hear JL is optimistic about possible return for the February Board Meeting. Mark agreed to continue as interim-Chair until JL chooses to resume as Chair.
2. Biwako 2020 Update
  - a. Gasshuku Exam diploma fees  
**AGREED:** exam fees and diploma fees will both be set at 100-Euros each.  
**Discussion:** It has been customary to collect these fees at event. If this is the case, in what currency should they be paid? Would a PayPal option be more convenient for members? Can PayPal be used by mobile app by those traveling to Japan?  
**AGREED:** Ask PP to consider this question and offer a proposal.
  - b. Update on Gasshuku Registration Process:  
**AGREED:** Early-bird rate (60,000-JPY) deadline for deposit of 10,000-JPY: June 30th  
**Discussion:** Website to be updated to make clear that balance is to be paid at the event. 10,000-JPY deposit paid by June 30 to receive early-bird rate. Website will have PayPal link.  
**AGREED:** Deposits non-refundable date: after Sept. 1  
**Discussion:** Cancellation fee charged by hotel starts in September. Website to be updated with instructions regarding cancellations, including cancellations and noting cancellations after Oct. 28 will be invoiced for balance of full fee owed because hotel will charge us for no-shows.  
**AGREED:** Final deadline to full register (70,000-JPY): September 30th  
**Discussion:** Registration after 9/30 will be handled case-by-case depending on availability of accommodation and subject to added fees, if any, to be determined by Gasshuku management. This option will not be publicized.

**AGREED:** Difference of fee between early-bird rate and after that:  
11/5-8 Full admission incl. AW: Early 60,000 yen, Normal 70,000 yen  
11/6-8 General Event: Early 42,000 yen, Normal 47,000 yen

**AGREED:** Non-practice stay 15000 yen per night + last lunch 3,000 yen

3. Letter to NPO Tenshintaido (Japan) informing them of 2020 International

**AGREED:** Accept draft courtesy letter (see Attachment 2) to NPO Tenshintaido (Japan) informing them of 2020 International. Board Members' names to be added as signatories. Interim-Chair to send letter to Watari-san at Tenshintaido / NPO Tenshintaido (Japan). Iida-san to review one last time and send final version to Mark with emailing instructions.

4. Accept donation from former ISC entity established in California.

**AGREED:** Accept donation from former ISC entity established in California.

**Discussion:** PQ suggests that the handling of old ISC organization's attempt to become a Tax-Exempt Non-Profit Organization in California and costs entailed should be explained in the next Newsletter. (Gist of article: The attempt was abandoned because US tax laws and requirements were more complex and costs higher than initially understood. Also, as PQ and LO pointed out, the old arrangement that the organization pay 1/3 of income to Shintaido's founder each year would have complicated if not prevented a successful outcome, as such an arrangement would disqualify us as a nonprofit status. We would need new bylaws that end such a financial arrangement. Also, much of the cost of the application process and its failure represents "the cost of doing business", particularly in this case, as attempted by sometimes inexperienced volunteers, and during a time of turmoil within ISC upper ranks, which preoccupied the board as an existential crisis for the organization.) MB raised concerns for linking ISP to the old ISC, given a need to keep things separate due to possible legal nexus and unknown endangerments. MB suggested former ISC board members send a separate email to former ISC members. LO shared concerns regarding possibility that at the 2020 GMM some members may misunderstand and question the events of the ISC dissolution, and as a result belabor the meeting's proceedings and cast a negative feeling at the event. It was recognized that it would be reasonable and likely that former ISC members would have questions about the business.

**AGREED:** Publish receipt of this donation in the International Shintaido Newsletter and include links to these Board Minutes with links to ISC

final 2019 Closure statement and final Balance Sheet (provided by CB), and refer inquiries to LO and CB, who have agreed to receive inquiries re. the ISC.

5. Preparation for [Winter newsletter \(official opening of registration for Biwako 2020\)](#)

**AGREED:** Prepare draft Newsletter (link provided by PQ , above) to include:

- a) Call for dues (Bylaws article 5.4: *Fees for the calendar year are due each year before the end of March.*)
- b) Biwako registration process (website launch)
- c) Possible Article from one of ITEC members -- Pierre will ask Ito
- d) Possible Article from Minagawa sensei
- e) Propose the newsletter include a brief summary of income and expenses for 2019. (this will increase understanding of the value of membership dues as main source of income for ISP). (per PP's link of financials)
- f) Possible Article written by LO
- g) Statement regarding donation from former ISC
- h) Update on ISP financials

**Next Meeting: 1 February 2020: 2200 CET**

**Proposed Future Meeting Agenda Items:**

- 1. Establish dates for ISP membership drive (see item 4a above to collect dues January to end of March)
- 2. I.S. Sponsors - Do we have / can we find sponsors for Biwako 2020? Does IS need policy?
- 3. Discussion of PP's expected proposal re. methods, schedule, and location of payments for exam fees and diploma fees and for paying balance of gasshuku fees (after JPY10,000 deposit)
- 4. Consider joint meeting to have Jim Sterling join a meeting prior to Biwako to share ITEC items for November 2020 and IS(P) topics
- 5. Topics for our in-person board meeting in November 2020: Consider before hand what are business items that are adequately done by SKYPE and what are items that are best done in-person on-site?

6. Begin to determine topics for presentation to GMM in November 2020
  - a. Financial report 2019 & 2020 to date
  - b. Budget for 2021
  - c. Planning for 2022 and 2024
  - d. Name of our organization
  - e. Elections -- explain and encourage nominations

#### **Attachment 1 - Details on Biwako 2020 to be decided**

1. Early bird deadline: June 30th
2. Deposit non-refundable date: after September 1st
  - \* Because cancellation fee of hotel starts late September
3. Final deadline: September 30th
4. Difference of fee between early bird and after that.
  - 11/5-8 Full admission incl.AW: Early 60,000 yen, Normal 70,000 yen
  - 11/6-8 General Event: Early 42,000 yen, Normal 47,000 yen
  - \* KSC hope normal admission for general event to be less than 50,000 yen as 50,000 yen looks expensive compared to 47,000 or 48,000 yen.
5. Non-practice stay 15000 yen per night + last lunch 3,000 yen

#### **Attachment 2 - Draft greeting letter to NPO Tenshintaido:**

*A Happy New Year!*

*We would like to inform you that we are holding a gasshuku for instructors of International Shintaido in Shiga Prefecture in late 2020.*

*It is a closed event only for the instructors registered as members of International Shintaido.*

*If anybody happens to ask your organization about this event, please let them know this information.*

*Best wishes for the development of your group.*

明けましておめでとうございます。

2020年の後半に、滋賀県で International Shintaido の指導員合宿を行うことになりましたので、お知らせさせていただきます。

International Shintaido の指導員によるクローズドなイベントとなりますので、万が一、情報を聞いた方からそちらに問い合わせがありましたらそのようにお伝えください。

貴会のご発展をお祈り申し上げます。