

Minutes of Meeting
January 8, 2011

MEDAH BOARD meeting – Saturday, January 8, 2011, at Ward’s Rafters, 3810 Maunaloa Ave. The meeting was called to order at 2:08 p.m. by President Masayo Loyd.

In Attendance – President Masayo Loyd, Vice President Natalie Hiratsuka, Secretary Renée Arnold, Treasurer Dorothy Wheeler, Members-at-Large Nikki Gomez, Shirlita Jones and Tammy Yee-Custodio.

Minutes of the last meeting were read and approved.

Treasurer’s Report – MEDAH has a balance of \$1,663.59, \$19.26 of which was collected through the new PayPal account for 3 memberships. The PayPal charge is \$.74 per person. Dorothy wants clarification of the procedure concerning accounting and receipts generated by PayPal. She is not receiving the information regularly. We need the member’s address and phone number in addition to her email address. We need to know how to keep track of event payments by PayPal and how to know who is a member and paying the membership rate for an event. Will PayPal take member information and include this on a receipt to be forwarded to Dorothy? Jessica will be contacted for advice and information. Receipts need to be forwarded to both the secretary and the treasurer. Masaya has not received the checkbook from former President Margery Doescher but will obtain it this week. Dorothy explained that MEDAH has a debit card, which she keeps, but that both she and the President have separate checkbooks because dual signatures are not required. Dorothy and Masayo will go to the bank on Wednesday, Jan. 12, to sign the signature cards. They were unable to go until the minutes were approved because they must show the minutes as proof of being MEDAH officers. Dorothy also explained that she must pay a fee and provide Board information to the State once a year when the fiscal report is given; we lose our non-profit status if our treasury exceeds \$25,000.

Old Business:

Website Modernizing – The PayPal button was installed on the MEDAH website. Jessica made the board members administrators on the Facebook page.

Twitter Account - Shirlita will set up a Twitter account after she receives the MEDAH email information from Jessica.

Email – Motion was made and passed to have Jessica manage the email and send eblasts. Eblasts are to go to everyone on the email list, member or not. Jessica should use bcc for the addresses. The only reason to mail just the membership would be for voting.

MEDAH sign-up sheet – Tammy will redo the sign-up sheet and add the website and Facebook addresses, add a box to check for musician, student, vendor, teacher, or general interest. A decision was made to have just one contact phone number instead of listing “home” and “cell”. Tammy will give the sign-up sheet to Jessica to use in eblasts to recruit membership.

Membership Drive – President Masayo suggested we have an event right away in order to recruit new members and renewals. We will have the guest book and the new sign-up sheets at this and all events; and Jessica will send an eblast.

New Business:

Press Releases and Media - It was suggested to add email addresses of organizations related to the arts/dance/music and to the media. We need to contact East-West Center and other organizations that offer events wherein MEDAH could participate. Another event is the Kapiolani Community College International Festival in March. Secretary Renée Arnold will look into it because she works on campus and is involved in the festival as a dancer and French teacher.

Media must have an official announcement; therefore an eblast is not sufficient for informing the media. It was pointed out that MEDAH can do public service announcements for events for the betterment of society, such as our March, 2010 event which benefitted CARE.org. Shirlita offered to get announcements to the media if we can get a list of contacts to her. We should be able to get some contacts from outgoing President Margery Doescher. Some Board members mentioned the local DJ, Nocturna, at the UH radio station, the Jazz 101 station, and of course Ward’s Rafters, as other means of advertising our events. Tammy offered to do an attractive press release and give it to Shirlita to handle the media contacting.

Visiting Dancer Workshop – Member-at-Large Nikki Gomez submitted a proposal to the Board to bring Ava Fleming of Arizona to do workshops and a performance. She gave each Board member a copy of the written proposal, which will be discussed at the next meeting. Dorothy suggested Sandra Lull of Seattle as another possible visiting dancer. It was also suggested that the Board revisit the list of dancers compiled by former board member Heather Crotsley last year.

Calendar - Fundraiser Event – The Board did not discuss the entire calendar for the year of 2011, but decided to have a fundraiser at the Aloha Lounge at Aloha Tower on Saturday February 18 or Sunday, February 19, depending upon availability, because it is a holiday weekend. Our last event there cost \$300 for rental. The owner (T.) will be contacted regarding price, availability and whether he now has a liquor license. We will be able to pre-sale the tickets. We will ask Jessica to send an eblast that will ask for dancers, announce the date of the event (once confirmed), and include the revised Membership sign-up sheet. The time will be from 6 to 10 p.m. with the show from 8-10. Masayo or Shirlita will get contact list from Shadiya

(Margery Doescher). Dorothy will buy the food at Costco. The entrance fee will be decided at the next meeting.

Eblast – After Tammy give the new sign-up sheet to Jessica, an eblast will go out to the entire email address list with the PayPal information and the fundraiser date and call for dancers.

Photos and Archiving was deferred to a future meeting.

The meeting was adjourned at 4:25 p.m.

The next meeting will be on Saturday, February 5, at 2 p.m. at Ward's Rafters.

Respectfully submitted by

MEDAH Secretary, Renée Arnold