

Southeastern U.S. Kendo Federation



SEUSKF BOD meeting minutes, August 8, 2015 Alexandria, VA.

Meeting called to order- 9:21a.m.

Present:

**Arai, Kunitoshi
Barr, Ryoko
Canada, Tina
Hyun, Phillip
Maeda, Shinobu
Philbeck, Craig
Tamura, Katsuyuki (Ken)
Watson, Mike**

Minutes from last meeting (August 8, 2015)- Mike Watson

The minutes were read by Mike Watson (SEUSKF Secretary). Minutes were accepted as read.

Treasurer's Report- Tina Canada

The Treasurer's report was prepared (spreadsheet at end of minutes for all budget items) and read by SEUSKF Treasurer, Tina Canada. The report was accepted as read.

New Business:

Budget issues- A proposal to increase the cap for BOD reimbursement expenses for travel was discussed. The following increases were voted on:

< 200miles = \$200
200-400 miles = \$300
400-500 miles = \$400
> 500 miles = \$500

The resolution was passed unanimously. This will take effect for the next meeting beginning in January, 2016.

New budget items-

National championship fund- \$6000
BOD travel expenses- \$5,200
Website fees- \$150
Regional seminars- \$600/region

Mentor program- \$860 (Mentor expense detail- \$350- Central; \$160 to Western; \$350 to Southern)
Administrative expenses- \$150

Total- \$14,760.00

New budget was passed unanimously.

Maeda sensei mentioned a need in Puerto Rico for seminar and promotion.

Update on 2017 national tournament-

Junior Nationals- A need to focus not just on winning, but on doing good kendo.
A need for team players.

A request was made for \$250 compensation to Matsumura sensei for his role in coaching the Youth team. Request was unanimously approved.

Update on 2015 SEUSKF Championship (Craig)-

Date is set for November 7 & 8 near Charlotte (Indian Trail, NC)

Location will be Carolina Courts facility. Tournament will be on Saturday November, 7.
5-6 courts will be available for the tournament. Divisions have yet to be announced.

The gym location does not have showers. There will be a lunch available for purchase but we are not supposed to eat inside of gym (there are tables for food outside of gym area but inside building.)

Banquet location is a Japanese steakhouse near tournament hotel and gym. Dinner around 8:30, exact time TBD.

There will be 2-3 courts available on Sunday for the promotion and (time permitting) godo keiko.

----- 11:00 break -----

Committee Breakout-

Competition-

SEUSKF 2017 teams

1st Tryouts in Atlanta Oct 3rd (Sat), 1-7:30 pm

Mens/womens/Seniors

Barr sensei to make brackets

Performance at SEUSKF tournament

2nd tryout possibly in Chapel Hill, NC in February (depending on gym availability). This would be all day event, possibly 2 days depending on number of courts etc.

3rd/final Tryouts Mid-July/Summer likely in Atlanta.

Selections before 2016 SEUSKF Championship

Mudansha tryouts in summer 2016, the year before Nationals.

Education-

Seminar in Huntsville, AL

Saturday seminar for beginners and Sunday seminar for advanced (to help with promotions to higher ranks 4/5 dan)

Promotional seminar in North region sometime in 2016

AUSKF mentor program- Oct 23rd-25th hosting promotion and seminar.

Tamura sensei wants to attend for ideas and networking with AUSKF and other regional sensei

Promotion-

Promotional fees and menjo fees make payable to SEUSKF

Check AUSKF ID# and name listed as it appears in AUSKF ID# and previous menjo prior to promotion test and are eligible to test.

4 Dan test- remember that Sandan must have documented shinpan experience and seminar experience to test for 4 dan

Send out reminder for above as well as reminder that 4-2 kyu ranks requirement for bokuto ni yoru kendo kihon waza keiko wo.

Other new business-

Date for next BOD meeting- January 16th followed by 1-4 dan promotion test. Meeting start approximately 10am and end 1-2 pm. Dan shinsa tentatively set at 5-7:30pm (subject to change).

Tina Canada will create testing packet and send Oct/Nov and mail announcements to members.

Maeda sensei will arrange for judges.

Need to think about fund raising ideas.

SEUSKF Treasurer's Report (period 1/17/2015-8/7/2015)**prepared by Tina L. Canada*****Detailed Budget Report:***

Notation	Budgeted for September 7, 2014 to August 2015	Actual Expenses	Total Remaining
National Championship	\$5,000.00		\$0.00
Accrued for Nationals in Summer 2017 (Set Aside)		-\$5,000.00	
BOD travel/meetings	\$5,200.00		\$3,467.71
Jan. Board meeting room rental		-\$232.29	
S. Eda Jan. board meeting travel		-\$300.00	
T. Canada Jan. board meeting travel		-\$300.00	
M. Watson Jan. board meeting travel		-\$300.00	
P. Hyun Jan. board meeting travel		-\$300.00	
S. Maeda Jan. board meeting travel		-\$300.00	
Website expenses	\$150.00		\$135.01
1-year domain name registration		-\$14.99	
SEUSKF Promotional & seminars expenses (\$500 cap per region of the SEUSKF)			
Northern Zone (MD, VA)	\$600.00		\$0.00
5/17/2015 K. Tamura travel to seminar in Alexandria, VA		-\$600.00	
Central Zone (NC, SC, GA)	\$600.00		\$0.00
Masahiko Yamamoto (8-Dan) and Nobuaki Kotake (7-Dan) seminar July 3-5, 2015 in Atlanta, GA		-\$600.00	
Western Zone (TN, AL)	\$600.00		\$600.00
Southern Zone (FL)	\$600.00		\$223.80
1/10/2015 P. Hyun Travel to seminar in Florida		-\$376.20	
Iaido Seminar Fund	\$750.00		\$750.00
Administrative expenses	\$300.00		\$175.09
Postage and Mailing for ballots for SEUSKF elections		-\$89.58	
Postage for mailing menjos		-\$35.33	
Mentor Program	\$742.38		\$0.00

Transferred to Mentor Program to cap each region funds to \$400		-\$742.38	
Transferred to Emergency funds	\$12.62		\$0.00
Transferred to Emergency funds		-\$12.62	
Total Budget	\$14,555.00	-\$9,203.39	\$5,351.61

Emergency funds (unspent money from previous years' budgets)	\$1,131.83		\$3,047.17
Unspent money from 2011-2012 fiscal year	\$2,250.95		
Transfer from Budget to Emergency funds	\$1,261.00		
Kobayashi-Sensei 8 Dan seminar in Atlanta, GA, September 22, 2012		-\$500.00	
Kiwada-Sensei (All Japan champion) seminar in Atlanta, GA January 19-20th, 2013		-\$500.00	
K. Arai travel to Int'l zone shimpan seminar 3/9-10/13		-\$300.00	
S. Maeda travel to Int'l zone shimpan seminar 3/9-10/13		-\$300.00	
Plaque for going away present presented to Sakae Imai-Sensei		-\$76.48	
T. Matsumura support as manager of SEUSKF members to Jr. Nationals 6/23/2013		-\$250.00	
Unspent money from 2012-2013 fiscal year	\$2,724.37		
Transfer from Budget to Emergency funds	\$1,030.00		
Filing fee for non-profit registration in North Carolina		-\$60.00	
Jr. National stipend from the AUSKF	\$1,000.00		
Distribution of Jr. National stipend (\$90.90/person) for 11 players		-\$999.90	
Transfer from Emergency funds to National Team funds		-\$4,000.00	
Jung Kook Kim Sensei seminar in Atlanta, GA March 8-9, 2014		-\$500.00	
Transfer from Budget to Emergency funds	\$12.62		
Gym rental fee for 9/7/14 SEUSKF leadership seminar in Atlanta, GA		-\$375.00	
Full page ad for Holt-Sensei Pioneers of Kendo to support Team USA		-\$500.00	
Filing fee for SEUSKF non-profit registration in the U.S.		-\$400.00	
Internal audit of funds 1/16/2015 (monies from post-budget dues)	\$3,341.05		
S. Maeda travel to Int'l zone shimpan seminar 1/24-1/25/15		-\$300.00	
Testing fees from 1/17/15 shinsa in Atlanta, GA	\$570.00		

Judge travel fees for 1/17/15 shinsa in Atlanta, GA		-\$870.00	
Gym rental fee for 1/18/15 godo-keiko in Atlanta, GA		-\$112.50	
Murakami-Sensei (former AUSKF President) funeral donation.		-\$200.00	
Kim-Sensei (2008 Senior Invididual Division Champion at AUSKF championships) funeral donation.		-\$300.00	
Audit of undeposited checks	\$269.23		

Funds to be Set Aside for National Championships for Summer 2017			\$4,684.53
Remaining from 2014 Championships	\$59.53		
Set aside from 2014-2015 Budget	\$5,000.00		
3 zekken for youth to Junior National Championship		-\$85.00	
Registration and bento for 7 competitors and coach for Junior National Championship (8/1/2015)		-\$290.00	

Funds for the Mentor Program (\$500 cap per region of the SEUSKF)			\$604.50
8/23/2010 \$2,000 from emergency funds transferred to fund the Mentor Program			
2011-2012 Budget of \$2,000 into Mentor Program (\$500 per region)			
2012-2013 Budget of \$1804 into Mentor Program (bring each region to \$1,000)			
Northern Zone (MD, VA)	\$500.00		\$400.00
2011-2012 Budget into Mentor Program	\$500.00		
Transfer to National Team budget per 2/2/2014 BOD meeting		-\$750.00	
Transfer from 2014-2015 Budget	\$150.00		
Central Zone (NC, SC, GA)	\$500.00		\$0.00
2011-2012 Budget into Mentor Program	\$500.00		
K. Strawn one-time fee for travel to Winthrop University		-\$100.00	
2012-2013 Budget into Mentor Program	\$100.00		
K. Arai travel to Chapel Hill, NC (11/16/2013)		-\$500.00	
Jung Kook Kim Sensei seminar in Atlanta, GA March 8-9, 2014		-\$500.00	
Transfer from 2014-2015 Budget	\$400.00		
Masahiko Yamamoto (8-Dan) and Nobuaki Kotake (7-Dan) seminar July 3-5, 2015 in Atlanta, GA		-\$400.00	

Western Zone (TN, AL)	\$500.00		\$204.50
S. Yazaki travel to Knoxville, TN (2/26/11 - 2/27/11)		-\$200.00	
S. Maeda travel to Knoxville, TN (2/26/11 - 2/27/11)		-\$300.00	
2011-2012 Budget into Mentor Program	\$500.00		
J. Hyun travel to Nashville, TN for 7/1/2012 seminar		-\$250.00	
S. Maeda travel to Nashville, TN for 7/1/2012 seminar		-\$250.00	
2012-2013 Budget into Mentor Program	\$1,000.00		
Transfer to National Team budget per 2/2/2014 BOD meeting		-\$750.00	
Transfer from 2014-2015 Budget	\$150.00		
J. Hyun travel to Nashville, TN for 3/21/2-15 seminar		-\$195.50	
Southern Zone (FL)	\$500.00		\$0.00
S. Maeda travel to Tampa Kendo Club (9/25/10 and 10/30/10)		-\$96.00	
S. Maeda travel to University of Central Florida Kendo Club (9/26/10, 10/17/10 and 11/7/10)		-\$216.00	
S. Maeda travel to Sedokan, Boynton Beach (8/29/10)		-\$177.00	
2011-2012 Budget into Mentor Program	\$500.00		
S. Maeda travel to Miami, FL (6/9/2012)		-\$215.00	
2012-2013 Budget into Mentor Program	\$704.00		
S. Maeda travel to Daytona Beach, FL (Haseikan) for check-up (10/19/2013)		-\$142.38	
Transfer to National Team budget per 2/2/2014 BOD meeting		-\$500.00	
Transfer from 2014-2015 Budget	\$42.38		
S. Maeda travel to Puerto Rico for mentoring June 12-14, 2015		-\$400.00	

The SEUSKF has \$3,047.17 remaining in the emergency funds as of 8/7/2015. An internal audit of the account added funds of checks that have not been deposited totaling \$269.23, which has been included in the amount above.

SEUSKF Checking Account Summary:**Treasurer's report for the SEUSKF
(1/17/2015-8/7/2015)**

Opening Balance		\$18,969.20
Deposits	New AUSKF/SEUSKF member dues (1/17/2015-8/7/2015)	\$34,615.00*
	1/17/15 shinsa testing fees	\$570.00
	Audit of undeposited checks	\$269.23
Debits	New member AUSKF dues (1/17/2015-8/7/2015)	-\$19,855.00
	BOD travel to and room rental/refreshments for January BOD meeting	-\$1,732.29
	Postage and copy charges for mailings to dojos and administrative fees	-\$35.33
	Registration/tournament bento and team zekken for SEUSKF Team to Jr. National Championships 8/1/2015	-\$375.00
	Mentor program expenses (Feb. - Aug.)	-\$995.50
	Seminar travel expense for instructors (Feb. - Aug.)	-\$1,200.00
	1/17/15 shinsa travel fees for judges and gym rental	-\$982.50
	S. Maeda travel to Int'l zone shimpan seminar 1/24-1/25/15	-\$300.00
	Murakami-Sensei (former AUSKF President) funeral donation.	-\$200.00
	Kim-Sensei (2008 Senior Individual Division Champion at AUSKF championships) funeral donation.	-\$300.00
	BOD travel to and room rental/refreshments for August BOD meeting	pending
Closing Balance		\$28,447.81

Prepared by T. Canada, SEUSKF Treasurer

*Still pending \$1,600.00 from Washington Kendo Club. Total above includes the \$1,600.00 amount in the full amount.

SEUSKF 2015 Mid-Year Statistics:

Dojo Name	State	# of Members
Huntsville Kendo Club	Alabama	8
*Central Florida Kendo Club	Florida	5
*Gator Kendo Club	Florida	12
Sēdōkan Kendo	Florida	8
South Florida Kendo Club	Florida	9
Summerlin Kendo Club	Florida	12
Tallahassee Kendo	Florida	4
Tampa Kendo Club	Florida	20

Dojo Name	State	# of Members
Toku Bu Kan	Florida	16
Atlanta Kendo Kai	Georgia	36
East Georgia Kendo Club	Georgia	6
Georgia Japanese Language School Kendo Club	Georgia	10
Georgia Kendo Association	Georgia	70
Peachtree City Kendo Association	Georgia	7
Baltimore-Annapolis Kendo	Maryland	19
Han Mi Martial Arts	Maryland	9
*UMBC Kendo Club	Maryland	5
Washington Kendo Club	Maryland	26
Charlotte Kendo Club	North Carolina	20
North Raleigh Kendo Club	North Carolina	18
Triangle Kendo and Iaido	North Carolina	19
Chiyuu Ke of Puerto Rico	Puerto Rico	23
Shin Yu Kan Dojo	Puerto Rico	5
Columbia Kendo Club	South Carolina	12
Greenville Kendo Club	South Carolina	6
Myrtle Beach Kendo Club	South Carolina	6
*Winthrop Kendo Club	South Carolina	10
Knoxville Kendo Club	Tennessee	6
Memphis Kendo Club	Tennessee	26
Nashville Kendo Club	Tennessee	37
*University of Tennessee Kendo Club	Tennessee	16
Hampton Roads Kendo Club	Virginia	8
Koryo Dojo	Virginia	22
Northern Virginia Budokai	Virginia	18
Shudokan USA	Virginia	8
Virginia Beach Kendo and Iaido Club	Virginia	4
*William and Mary Kendo Club	Virginia	1
Total from 37 Dojos		547

*Denotes College Club

Stats by State	# of Members
Alabama	8
Florida	86
Georgia	126
Maryland	59
North Carolina	57
Puerto Rico	28
South Carolina	34
Tennessee	85
Virginia	61

Male	Female	17 and under	18 and over	College Students
436	111	135	412	39

Yearly Dues Summary (since 2007):

	2007	2008	2009	2010	2011	2012	2013	2014
SEUSKF Dues	\$7,195.00	\$6,285.00	\$7,525.00	\$8,670.00	\$13,965.00	\$14,665.00	\$14,820.00	\$14,765.00
AUSKF Dues	\$13,875.00	\$12,140.00	\$15,000.00	\$17,155.00	\$18,295.00	\$19,470.00	\$20,160.00	\$20,395.00
Total Combined Dues	\$21,070.00	\$18,425.00	\$22,525.00	\$25,825.00	\$32,260.00	\$34,135.00	\$34,980.00	\$35,160.00

	2015	2016	2017	2018	2019	2020	2021	2022
SEUSKF Dues	\$14,760.00							
AUSKF Dues	\$19,855.00							
Total Combined Dues	\$34,615.00							

Yearly Summary of Members (since 2007):

	2007	2008	2009	2010	2011	2012	2013	2014	2015
Male Members	326	279	337	387	412	441	447	449	436
Female Members	62	59	71	85	87	93	102	111	111
17 and Under	108	92	88	115	111	126	120	132	136
18 and Over	280	246	320	357	388	408	429	428	412
Total Number of Members	388	338	408	472	499	534	549	560	547

2015 SEUSKF Leadership Seminar

SEUSKF and AUSKF dues

August 8, 2015

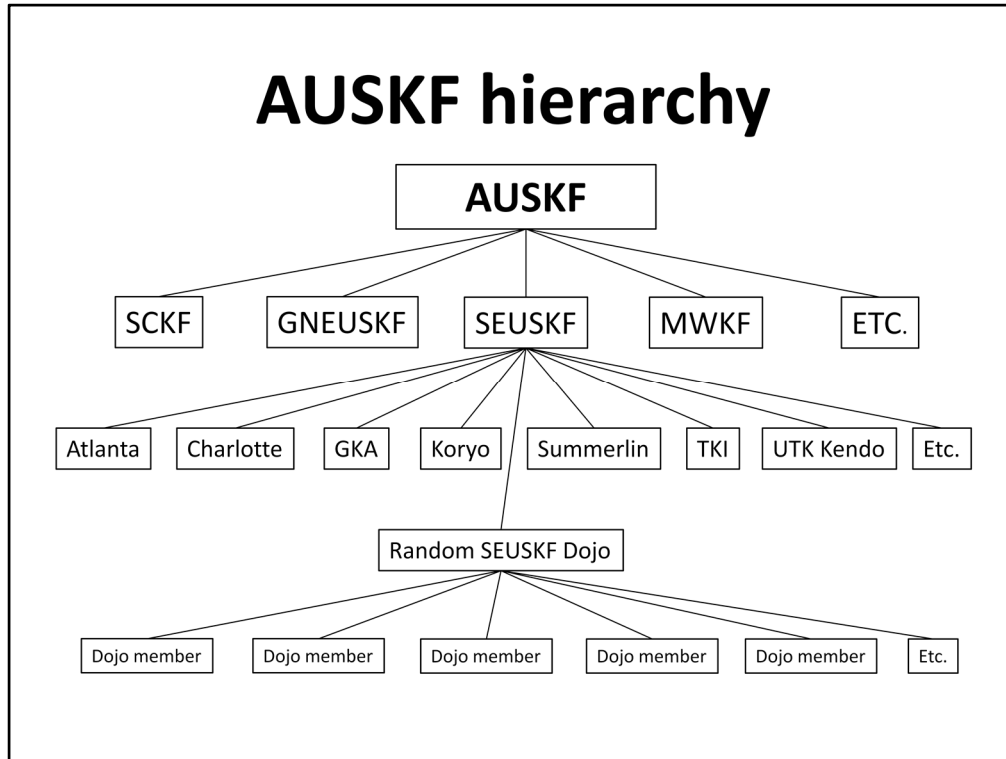
Presented by Tina L. Canada, SEUSKF Treasurer

At the start of the August 2014 SEUSKF Board of Directors meeting, the SEUSKF began hosting a leadership and kendo seminar. This is only the second seminar. Another will be hosted in the summer of 2016 and will be an annual event.

Overview:

- AUSKF hierarchy
- Rules/Benefits
- New effective date
- ACT
- Q&A

AUSKF hierarchy



- The AUSKF will only accept dues from the regional federation representative (i.e. SEUSKF Treasurer). Dojos and dojo members cannot individually pay only the AUSKF fee or try to pay fees directly to the AUSKF.
- All individuals MUST be a member of a dojo and all dojos MUST be a member of a regional federation.
- Any changes to dojo roster or inquiries into insurance claims MUST be submitted to the regional federation representative, who will contact the AUSKF. The AUSKF will not make any changes or fulfill any requests for individual members or dojos unless it has been made by the proper regional federation representative.

Rules/Benefits

- Rules

- Dues paid annually by deadline
 - \$70 adults/\$50 children
- Waiver

- Benefits

- AUSKF Insurance
- Eligibility for AUSKF Championships
 - 3 years prior for Mens/Womens
- Eligibility for shinsa exam
- Discount for events

- The AUSKF requires that all dues are paid annually and on time and that all members have a signed waiver that is to be maintained by each regional federation.
- Each dojo should keep a copy of the waivers that are signed and submitted to the regional federation representative.
- The AUSKF Insurance coverage is only in effect during the period that the member has submitted and paid for dues.
- All members of the regional federation Mens and Womens team to the AUSKF National Championships, must be a dues paid member for the two years prior to and the year of the Championship.
- Members are only eligible for a shinsa exam during the period that the member has submitted and paid for dues. The AUSKF can and will revoke a rank earned during a shinsa if the member in question was not a dues paid member at the time of the shinsa exam.
- Events are allowed to charge extra to non-regional federation members as well as non-AUSKF members. Some event facilities now require that all participants be covered by insurance in order to participate; any and all dues paid members are covered by the AUSKF liability insurance.

New effective date

1.01.01: “The effective date of annual membership fees paid by March 31 of each calendar year is from April 1 through March 31 of the next calendar year.”

1.01.02: “Collection of the annual membership fee after April 1 in each calendar year is effective the month and day collected by member through March 31 of the next calendar year, regardless of the month of collection, up to and including March.”

AUSKF Policies and Procedures, Amended November 8-9, 2015

- Previously, the effective date was from January 1st through December 31st.
- As of 2015, the new effective date will be from April 1st through March 31st.
 - April 1, 2015 to March 31, 2016
 - April 1, 2016 to March 31, 2017
- Those who have paid dues for 2015 are eligible for shinsa exams up until March 31, 2016 when the effective date expires.
- Members must renew for the 2016 dues period in order to be eligible for any shinsa exams between April 1, 2016 and March 31, 2017.
- Any new members who submit new dues from January 2016 to March 2016, will have their dues expire in March 31, 2016. They must also pay for new dues for the effective period of April 1, 2016 through March 31, 2017.

ACT

Act accordingly to make sure all annual dues are:

Accurate

Complete

Timely

ACT

Accurate:

Accurately fill out all forms and form fields:

- Full Name (as seen on menjo)
- Date of Birth
- Gender (M/F)
- AUSKF ID number
- Rank

- Make sure there are no typos in a person's name.
- Whatever name they register under will be the name that shows on their menjo.
- A full list of names of current paid members as they appear registered with the AUSKF can be downloaded from the SEUSKF website.

Quick Tip: If there are any name changes, please make sure that the SEUSKF Treasurer is notified so that they can forward the changes to the AUSKF.

ACT

Complete:

Make sure the submission of dues is complete:

- Roster of dojo members
- Check/money order for full payment
- Signed waivers for all members

- Ensure that all members who intend to try-out for the regional federation have paid their dues.
- Ensure that all members who intend to take a shinsa within the year have paid their dues.
- Ensure that all fees are correct and check amount is correct.
- Ensure that a full roster, a check, and any signed waivers are included in the dues packet.

Quick Tip: Use the excel spreadsheet to tabulate the correct fees and double-check the spreadsheet to ensure all members are correctly registered.

ACT

Timely:

Ensure that dues packet is completed and mailed out prior to the deadline provided in the dues registration packet.

Reminder: Dues are accepted throughout the year, but must be in my hands at least 30 days prior to an event.

- At least a two weeks prior to the dues packet deadline, mail out the completed dues packet to provide a safe buffer.
- New member dues must be in at least 30 days prior to an event or shinsa.
- If dues are not submitted by the dues packet deadline, the dojo will receive a minimum of two written warnings. If after the two warnings have been issued and the dues packet has not been submitted to the SEUSKF Treasurer, then the dojo will receive a penalty.
- The penalty for not submitting dues on time by the scheduled deadline is for ALL members of that dojo to be ineligible to participate in a shinsa or event for a minimum of 90 days after the dues have been received by the SEUSKF Treasurer. The date for when the penalty period is not established until after the SEUSKF Treasurer receives the delinquent dues. Only after the penalty period has expired may the members of the delinquent dojo participate in a shinsa or event.

Quick Tip: Email the roster of new/renewed members to the SEUSKF Treasurer prior to mailing the dues packet so that the Treasurer is aware that dues are on their way.

Q&A

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Make sure that ALL dojo members are aware of these rules and regulations.

Contact the SEUSKF Treasurer with any questions or concerns.