

**Officers/Staffs' Meeting 4 Spring 2014**  
**“Be more inclusive without recruiting more staffs”**

**I. Officers and Staff's Updates**

- A. Spring quarter: “Anyone lunch?” & Quiz up: Priscilla
  - 1. JSA hangout page working out
  - 2. Officers/staff, please do outings & post
  - 3. Quiz up dying out
  - 4. Make PAD a new trend? – get everybody involved
- B. 2013-2014 Sweatshirt: Emily
  - 1. Sample will be posted on FB page
- C. Board mixer with NSU: Kevin
  - 1. Still in process of discussing
- D. EYP: Priscilla, Kevin, Erik, Thao, Alice
  - 1. Make calls this week and visit them next week (hotels)
  - 2. Food - Andy
    - a) Italian catering (not sure yet)
    - b) Does not have to be fancy
- E. Board member photo shooting: Priscilla, Yusaku
  - 1. Dress up in single color scheme
  - 2. Find a cool place to photo shoot
  - 3. Professional camera
  - 4. New and old officers + staffs
  - 5. Doodle to decide date – probably Sunday
- F. Subgroups:
  - 1. JSAthletes
    - a) Dodgeball this week
    - b) Good turnout for soccer event
      - (1) 16 people showed up
      - (2) Set an end time
      - (3) Stress that you can come and leave anytime (casual)
  - 2. JSA Cooking Crew
    - a) Post pictures of what we made on the FB group page
    - b) Does not have to be from the event, but anything that you cooked
    - c) A small, casual event will be posted soon
  - 3. JSA Fitness
    - a) Time that Andy works out may be inconvenient for some people
    - b) Make it later during the time? – after class
- G. Clubroom – Thao
  - 1. Put things back to respectable places
  - 2. Keep it organized
  - 3. Gdoc to know where things should be
  - 4. Tomoki send excel sheet – what should be in the room
- H. Long-term Projects:

capsule

1. 2014-2015 Term Apparel - **Andy**
  - a) Fleece
  - b) For design, doodle will be made
2. Tabling Committee - **Seira**
  - a) Big letters, clothes pin, yukata,
  - b) Big letters – wood or foam board
    - (1) Ask Eddy Kim about supplies and knowledge
    - (2) Shopping this week
    - (3) Work party (MAY 18) so we can all work on it together – Make event page
    - (4) Need a big car to carry the woods – Erik Chen
3. JSA Video – **Andy**, **Yusaku**, Remi, **Arisa**
  - a) Doodle will be sent to each subgroup - you may get more than one doodle, fill all of them out
  - b) Send out by Wednesday night
  - c) Decide on day to film by next Monday (5/5)
  - d) Start filming by next Thursday (5/8)
4. Time Capsule - **Priscilla**
  - a) Think of something small that you would like to put in
  - b) Something memorable
  - c) Set a day to explain what should be put in, planning

## II. Hanseikai

### A. Event Master Doc/ Questionnaire

#### Strawberry picking

1. Finish event master doc and post on FB page

### B. Cooking

1. make questionnaire and event master doc
2. event went pretty well
  - a) good that we limited the people that can come
  - b) Some people did not show up – leftover materials..
  - c) stress that people who signed up must pay
  - d) Ticket system?
  - e) Message everyone before the event to make sure they are coming
  - f) Event improved a lot than last year's cooking event

### 3. Hansei

- a) Have at least one leader on one table
  - (1) Don't expect that other staff, officers know how to make it
- b) Clean up as you go along
  - (1) Erik had to wash the dishes midway
- c) Need more structure
  - (1) Decide on who does what
  - (2) Ask other officers and staffs for help if needed
  - (3) Specify objectives – organization\*\*
    - (a) Are we there to learn how to make, or are we there to eat and enjoy

- d) Have demonstration at the beginning and then divide into groups
- e) Print out recipe beforehand for each group
- f) Up to event leader to how it should be from now on
- g) Safety\*\*
  - (1) Don't have people cut tofu on their hands
  - (2) If something were to happen during the event, not good for JSA and future events

C. Language Table

- 1. a lot of extension students came ☺
- 2. good to have both American and Japanese culture on one sheet
- 3. if you need help making the worksheet, just ask one of us

## II. GBM2

- A. Leaders: Tomoki, Andy, Yusaku, Kenji
- B. Date: 4/29 Tuesday
- C. Time: 8pm
- D. Location: Center 216
- E. Theme: Japanese TV culture
- F. Ice-breaker/Game: I choose you (rhythm game), mini slide of guessing game
- G. Dinner: Koon Thai/ Gdoc sign up?
  - 1. We need to leave campus ASAP and order ASAP
  - 2. Make sure to end GBM before 9
  - 3. Leaders strictly organize dinner and rides
- H. Announcements:
  - 1. Tsumiki - Sho
  - 2. Shodo - Seira
  - 3. EYP - Priscilla
  - 4. Membership – Priscilla
    - a) Reduce card price (\$3)
  - 5. JSAthletes - Kenji
  - 6. JSA Cooking Crew - Yuka
  - 7. JSA Fitness – Andy
  - 8. JLA – Nimish ( make announcement under a minute)
  - 9. Language Table -
  - 10. Ecopoli - Yusaku
  - 11. Page One - Remi

## II. Vendor Fair

- A. Leaders: Yuka, Emily, Thao
- B. Date: 4/29 Tuesday
- C. Time: 11:00
- D. Preparation:
  - 1. sign up for shifts
  - 2. need help carrying materials in the morning – Yusaku & Andy
  - 3. give Andy the receipt
  - 4. if you need a table go to one stop
  - 5. share the event page tonight, and during the day tomorrow

## III. Unofficial

- A. Leaders: Priscilla, Tomoki, Keita

- B. Date: 5/2 Friday
- C. Time: right after language table, leave by 8pm
- D. Location: meet at café v
- E. Details:
  - 1. Theme – semiformal (dress up), epic
  - 2. \$10 entry fee
  - 3. Don't say anything to members (exclusive)
  - 4. Bring swimsuit, towel

#### **IV. Tsumiki**

- A. Leaders: Kevin, Sho
- B. Date: 5/3 Saturday
- C. Time: meet at café v at 10
- D. Event is at 12 – 3 pm
- E. Location:
- F. Details: Gdoc sign up?/
  - 1. Don't forget to wear JSA T-shirt
  - 2. Event page – Yusaku

#### **V. Pool Party**

- A. Still need to decide on place

#### **VI. Language Table**

- A. Leaders: Kenji, Sakurako
- B. Survey this week