

JSA Winter 2015 Retreat

- I. JSA Board
 - a. Staff obligation
 - i. Come to weekly meeting
 - ii. Help lead at least two events
 - iii. Come to language table
 - iv. Actively participate and communicate with members and other board members
 - v. Be on time
 - vi. Know what is going on the JSA officers/staffs page
- II. Reflection
 - a. Fall 2014 – focus more on bonding with members rather than organizing events
 - i. Relaxed events to connect to members
 - ii. More flexible structure of GBMS
 - 1. No ice breakers
 - b. Were we able to connect with members in more depth compared to previous quarters?
 - c. Did we give up anything in order to achieve the goal?
 - d. Should we continue working on the current goal, or should we set a new one?
 - e. At events we were did not talk to that many members
 - i. If we were not able to connect in the first tries (the reserved people), we gave up
 - ii. Keep on talking to them
 - iii. Give them some space
 - f. We were able to make one or two members that we would constantly connect with
 - i. Social types
 - ii. Maybe we were not able to bond with the shy people
 - iii. Did no give up anything to achieve the goals
 - iv. Successful events and bonding time
 - g. Some members come and expect structured events
 - i. Should have more structured events
 - ii. Star gazing – too chill, some people were lonely
 - 1. Free to mingle
 - 2. Gave more responsibility to staff and officers to talk to new people, but we didn't since it was less structured
 - 3. Up to us to take on the responsibility
 - h. After joining staff, was able to meet more members
 - i. GBMs
 - i. Spend more time and energy
 - ii. Break the rules, try out new ways for winter quarter
 - 1. We have less new members, more returning members – change things up so they won't be bored by the repetitive GBMs
 - iii. Other orgs have free food
 - j. How to get members to return to events
 - i. Message them individually "hey I haven't seen you for a while. We have a ++++ event on this day xxxxx. Hope you can come"
 - ii. Message them before the gdoc due time
- III. Reflection
 - a. More posts on event page
 - b. FB post relay on week 1

- c. Suggestion box
 - i. Remind officers and staffs to comment if they have anything on their mind
 - ii. Add guiding questions
 - iii. Expand to members
- d. Blog post gdoc (Seira)
- e. Agenda not printed anymore
- f. Faded away
 - i. Event master doc
 - 1. Should have one for big events & structured events
 - 2. Events that involve money
 - ii. Questionnaire
 - 1. Get rid of it
 - iii. Youtube channel/ Instagram
 - 1. Make short videos for each event
 - a. Too tedious
 - 2. Video crew?
 - a. Don't want people to focus too much on video and not enjoy the event
 - 3. Have video for specific big events
 - a. EYP
 - b. Matsuri
 - 4. Regram
 - a. Tag ucsdjsa
 - b. Post jsa hangout pictures
- g. Publicity
 - i. Come up with ideas and organize
 - 1. FB post relay
 - ii. Have event leaders write event description
 - 1. Need to start planning events earlier – theme
 - 2. Doesn't have to be long
 - iii. Want to have event page a week before the actual event
- IV. Goals
 - a. build quality relationships
 - i. strike a balance between bonding with members and organizing events
 - ii. make members feel special
- V. Goals
 - a. EYP venue
 - i. 2014-2015 term will decide on the venue
 - ii. Have event leaders follow along so they would know what to do next year
 - b. Officer handbook
 - i. Helpful reminders
 - ii. Pass on to next generation
 - iii. Make changes in every term
 - iv. Start making it today – progress check week 6
- VI. **Weekly meeting**
 - a. **Monday at 8pm**
- VII. Election
 - a. Positions

- i. President –manage JSA in a bigger perspective
 - 1. Constantly think about issues JSA
 - 2. Communicate with officers and staff
 - 3. No set responsibility
 - 4. Need to be an officer for at least one year
 - 5. Shadow – talk about JSA in general
- ii. VP internal - within JSA
 - 1. Officer/staff and member relationship
 - 2. Weekly emails – English and Japanese
 - 3. Shirt and membership card
 - 4. Shadow – talk about process, tasks
- iii. VP external – communicate with orgs inside and outside JSA
 - 1. Respond to emails
 - 2. Shadow- help out joint events?
 - a. Need to be able to speak japanese
- iv. Matsuri coordinator
 - 1. AS funding, TAP form
 - 2. Shadow – be in the meeting, go over roles
 - a. Sponsorship finding
- v. Publicity – make event page
 - 1. Design flyers
 - 2. Advertise
 - 3. Be able to speak Japanese
 - 4. Shadow -
- vi. Finance – look over JSA bank account
 - 1. Reimburse people with checks
 - 2. Evaluate how much money is spent during that quarter
 - a. Fundraisers
 - 3. Shadow – talk about process
- vii. Event coordinator – reservation for GBMS, restaurants, study rooms
 - 1. Organize rides for any events
 - 2. Shadow – reservation process, organization
- viii. Secretary – take notes during meetings, retreat
 - 1. Make GBM slides
 - 2. Shadow – take notes at a meeting – give feedback
 - a. Help make gbm slides
- ix. Webmaster- manage website and blog
 - 1. Shadow – learn how to manage word press
- x. Historian – take pictures at events
 - 1. Upload onto FB within 24 hours
 - 2. Scrapbook
 - 3. Shadow – co historian at one of the events
 - a. Talking about responsibilities
- b. Shadowing –earlier the better
- c. Nomination- week 8
 - i. Paper with position passed out during weekly meeting
 - ii. Later, email will be sent to you with positions you have been nominated for
- d. Election week 9

- i. 5 min speech
 - ii. 10 min Q&A
- e. Commitment is our primary concern
- VIII. Suggestion box results
 - a. Staff responsibility
 - i. Some people working more than others - unfair
 - ii. Staffs here for voluntary basis – don't need to be doing everything officers do
 - 1. Can't force people to work harder
 - iii. Build skills, prepare you for possible future officer position
 - b. Structure
 - i. Different opinions, more structured or more relaxed
 - ii. Have more structured events and still build bonds between members
 - c. Attending events
 - i. Not obligated to go to all events (more lenient for staff)
 - ii. But better to participate as much as you can
- IX. Events
 - a. 1/14 GBM1 – Alice, Seira, Chie, Diana, Nimish
 - b. 1/23 Night Market Sho, Yuka, A-chan, Tomoki, Stephanie
 - c. 1/28 Vendor Fair Keniji, Sho, Arisa, Wonchan
 - d. 1/17 Trampoline 3:30-5:30p – Andy, Nimish, Tomoki, Thao
 - i. \$11/hr
 - ii. Lockers 50cents
 - iii. Every participant needs to sign waiver online
 - e. 1/30 GBM2 – joint with NSU Tomoki, Kevin, Yusaku, A-chan
 - f. 2/1 undoukai practice 1
 - g. 2/7 Boy girl outing Sakurako, Priscilla, Nayuki, Andy, Yusaku, Wonchan
 - h. 2/13 Unofficial – Alice, Sam, Kenji, Chie, Arisa
 - i. 2/18 GBM3 Priscilla, Yuka, A-chan, Arisa, Cuong
 - j. 2/21 Lake Poway – traditional Japanese outdoor game Yusaku, Priscilla, Billy, Cuong, Alice, Anthony
 - k. 2/26 Bonodori – Stephanie, Nayuki, A-chan, Billy, Sam, Sakurako
 - l. 3/5 Movie Night – Kevin, Sici, Seira, Sho, Diana
 - m. 3/7 election
 - n. 3/8 Undoukai Practice 2
 - o. 3/20 EQD – Kevin, Sho, Thao, Stephanie, Seira
 - p. EYP venue committee – Alice, Priscilla, Andy, Tomoki, Kevin
 - q. Language table coordinator – Nimish, Billy
 - r. Undoukai E-board – Nayuki, Chie, Diana
 - s. Game night after GBM + boba run
 - t. Possible ideas
 - i. Ice skating
 - ii. Paint balling
 - iii. Beach day
 - iv. Jacuzzi night
 - v. Valentine event
 - vi. Mini golfing
 - vii. Laser tag
 - viii. Sports day

- ix. Bbq
- x. Trampoline
- xi. Game day (like table top night)
- xii. Hanami picnic
- xiii. Doraemon night
- xiv. Boy girl outing
- xv. Rock climbing
- xvi. Karaoke day – not fun when there is too many people
- xvii. Biking at Coronado / go on sea ferry ~ \$5
- xviii. Julian
- xix. Hiking (with small groups)
- xx. Karuta (Japanese cultural)
- xxi. Drama marathon night
- xxii. Beauty night
- xxiii. Actual 5K run
- xxiv. Outdoor event – scavenger hunt?
- xxv. Camping
- xxvi. Community service
- xxvii. Bon odori
- xxviii. Taiko
- xxix. Dorokei
- xxx. Kimodameshi
- xxxi. Rent out movie theater
- xxxii. Video game night

X. Others

- a. Matsuri recruitment meeting