

Minutes of the 2019 Annual General Membership Meeting of the International Shintaido Project Association

This meeting was held via the Internet, in accordance with Article 8.2.b of ISP's bylaws.

An agenda and a description of the modalities of this General Membership Meeting was sent to all members having paid their dues, on January 31, 2019.

This document also included links to documents or information needed for the resolutions to be submitted to the vote of members.

Attachment 1: Message of January 31, 2019.

The ISP Board did not receive any requests to amend the agenda.

Voting took place using the online application 'electionbuddy'. All documents necessary for the vote have been drawn up in three languages: French, Japanese and English. The Board decided that the votes should be anonymous: The Board knew who voted, but not the content of each member's votes.

The results of these online votes were communicated to all ISP members in a newsletter dated March 25, 2019.

The results of the votes solicited at this General Meeting were as follows:

70% of ISP members voted at this General Meeting.

1 Do you approve the activity report of ITEC (International Technical Committee)?

Attachment 2: ITEC Activity Report

Approval by 93.3% of the votes cast

2 Do you approve the activity report of the Board of Directors?

Attachment 3: Activity Report of the Board

Approval by 95.6% of the votes cast

3 Do you approve the financial report for the year 2018?

Attachment 4: Financial Report for 2018

Approval by 93.3% of the votes cast.

4 Do you approve ITEC's request for financing 2018 activities?

Attachment 5: ITEC Funding Application for 2018 Activities.

Approval by 91.1% of the votes cast

5 Do you approve an annual membership fee of € 50 for the years 2019 and 2020?

Approval by 91.1% of the votes cast

6 Do you approve the proposed budget for ISP in 2019 and 2020?

Attachment 6: 2019 and 2020 Estimated Budget
Approval by 77.8% of the votes cast

7 Do you agree that the next ISP General Assembly will take place during the ISP International reunion to be held in November 2020 in Japan?
Approval by 84.4% of the votes cast.

8 Do you approve Mark Bannon's candidacy for the ISP Board?
Approval by 93.3% of the votes cast

9 Do you approve Jean-Louis de Gandt's candidacy for the ISP Board?
Approval by 100% of the votes cast

10 Do you approve the candidacy of Soichiro Iida to the ISP Board?
Approval by 100% of the votes cast

11 Do you approve Lee Ordeman's candidacy for the ISP Board?
Approval by 100% of the votes cast

12 Do you approve Pierre Paraque's candidacy for the ISP Board?
Approval by 84.4% of the votes cast

13 Do you approve Pierre Quettier's candidacy for the ISP Board?
Approval by 88.9% of the votes cast.

On March 25, 2019, the elected members of the Board of Directors met, and proceeded to the following elections:

President: Jean-Louis de Gandt
Treasurer: Pierre Paraque
Secretary: Lee Ordeman

Done in Paris on March 25, 2019,

Jean-Louis de Gandt
President

Pierre Paraque
Treasurer

Original in French as ISP is registered in France as a non profit organization.

Attachment 1 :
[January 31, 2019.](#)

Message from the ISP Board.

Dear ISP colleagues and friends,

As announced in our December Newsletter, we are proceeding with our first online ISP General Membership Meeting.

The agenda for this GMM is as follows:

1 Approval of ITEC activity report for 2018

Link to report

2 Approval of ISP Board activity report for 2018

Link to report

3 Approval of ISP financial report for the calendar year 2018

Link to report

4 ITEC funding request for activities performed in 2018

Link to request

5 Approval to set 2019 and 2020 annual membership dues at 50€ for each year

6 ISP proposed estimated budget for the years 2019 and 2020

Link to request

7 Approval of board proposal that the next GMM will be during the 2020 International, instead of electronically in the first quarter of 2020

8 Election of board members

The bylaws of ISP provide that the current board, made of the 'founding members' of ISP, should be elected at the first GMM of ISP. The bylaws provide for a Board of seven members, of which three should be elected by each of the three 'regions': Europe, Japan, and North America. As we currently only have six candidates, and as there is at least one candidate from each region, our proposal is that the six members be elected by the whole ISP membership: This will clearly simplify the voting process. The candidates are, in alphabetical order:

Mark Bannon, Jean-Louis de Gandt, Soichiro Iida, Lee Ordeman, Pierre Paranque, and Pierre Quettier.

You will be asked to vote for each of them separately.

Link to introduction by candidates

A few comments:

- Approval or activity reports is a requirements under French law applicable to non profit organisations. We also think it is good practice to have members give an overall vote on activities performed. We included a broad outline of activities proposed for 2019/2020.
- We received no request for additional points to be included in the agenda (this GMM was announced in the December Newsletter)
- Links to the various documents on which you will be asked to vote are included above
- You have up to February 7 to ask for any clarification or make any suggestion about any of the points on the agenda, and the documents we are submitting to you
- If changes are made to the documents submitted to vote as a result of your comments / suggestions, final documents submitted to vote will be sent at the latest on February 21.

Voting process:

- We will use an online voting tool called electionbuddy. <https://electionbuddy.com>
- This is very user friendly and will only take a few minutes of your time
- You will receive a personal link allowing you to vote
- Your votes will remain confidential: The board will know **who** voted but will not know **what** each of you voted. We will receive the overall result for each question submitted to vote, and share those results with all of you of course.
- The voting window will be from February 22 to February 28 (this includes a week-end)
- We intend to publish the results in the first half of March.

We thank you in advance for participating to this online GMM. Any comment or feedback you would like to give us will be welcome. Please send it to any of the current board members.

The ISP Board:

Jean-Louis de Gandt (jean-louis@degandt.net) / Soichoro Iida (s_iida@mue.biglobe.ne.jp) / Lee Ordeman (leeordeman@gmail.com) / Pierre Paranque (pierreparanque@gmail.com) / Pierre Quettier (pierre@quettier.net) / Connie Borden -- ITEC representative to the Board (bordensheets@aol.com)

ITEC Activity Report for 2019 GMM

2018 ITEC Activities

Revised Shintaido Exam Criteria

The purpose of these changes were:

- To provide a framework within which Masashi Minagawa and Haruyoshi F. Ito can prepare to “pass the torch” by delegating their authority and responsibility to the next generation of upper-level instructors in ISP.
- To provide clear curriculum objectives that will encourage 2-Dan and 3-Dan instructors to use the exam system as a tool to assess their progress and develop their keiko
- To reduce the financial burden on Shintaido groups of offering exams at the 1-dan and 2-dan levels
- To encourage lower-level students to pursue their Shintaido aspirations by making exams more accessible at the 1-dan and 2-dan levels.

Completed new Shintaido Kenjutsu Program that includes:

- Examination curriculum from Sho-Dan to Go-Dan.
- Suggested teaching program
- Hitorigeiko/homework for individuals.

Documented Jissen Kunitachi curriculum

This document is provided to students who study the program in advanced workshops and/or are ISP members. This document is intended for personal reference and as a benefit of ISP membership. We suggest it not be distributed to people who do not meet the receipt requirements.

Examinations:

Conducted examinations, facilitated evaluations and provided feedback and presented diplomas for ISP sponsored (3-Dan/Senior Instructor) exams at the semi-international in Italy, November 2018.

Karate:

- Supervision and coordination of creation of Karate Research group to update Shintaido Karate Curriculum
 - Leaders: Shin Aoki, Gianni Rossi, David Franklin
 - Consultants: Ito Sensei and Minagawa Sensei

2019 – 2020 Proposed ITEC Activities

- Prepare for 2020 International Gasshuku, November 2020
- Refine Kenjutsu Program

- Supervise and coordinate both continental TCs' efforts on furthering research in the Shintaido disciplines, such as:
 - "Gentle Shintaido" Program
 - Karate Research project
 - Bojutsu/Shintaido programs feasibility revision
 - Shintaido Kenjutsu refinement
- Finalize Code of Ethics in coordination with the ISP Board
- Determine diploma criteria and responsibilities - when and where they are issued and who signs them.
- Discuss the role of instructors regarding how best to support the various parts of the Shintaido organization.

ITEC Members:

Jim Sterling, Chair

Shin Aoki

Connie Borden

Ula Chambers

Alain Chevet

David Franklin

Mieko Hirano

Gianni Rossi

Haruyoshi F. Ito, Doshu

Masashi Minagawa, Doshu

Attachment 3

Report on ISP Activities in 2018 as Conducted by Board of Directors

- The International Shintaido Project (ISP) created in France as NPO (as a legal and tax entity of nonprofit status) under French law
 - Five Board members: JL de Gandt, S. Iida, L. Ordeman, P. Paranque, P. Quettier, and non-voting ITEC representative to the Board, C. Borden
 - Bylaws: In substance, same bylaws as were approved by membership at the end of 2017
 - Bank account opened with Crédit Mutuel
 - Paypal account made operational
 - Board liability insurance contracted with Maif mutual insurance company
- Membership: 64 members as of December 31, 2018.
- Creation and circulation of membership document "[Eight reasons to be a Member of ISP](#)"
- Creation of white paper on public usage of the Shintaido name ([link to white paper](#))
- Communication with members (Five newsletters, in English, French, Japanese)
- Development of draft Code of Ethics as mandated by Bylaws (Board & ITEC)
- Investigation of potential locations for 2020 international gasshuku: Quebec (Gaspésie), Washington, DC, and Kansai, Japan (Lake Biwa). Choice of Biwa in the Kansai region of Western Japan was agreed following feedback received from membership.
- Work started on new ISP communications tools, including preliminary website (<http://international-shintaido.com>), member mailing lists, and newsletters
- Prepared accounts for calendar year 2018 and financial statements as of December 31, 2018.
- Prepared budget to be submitted to membership for calendar years 2019 and 2020, including ISP expenses relating to 2020 International Gasshuku in Japan
- Ongoing communication and collaboration between ITEC and the Board

Next steps and continuing business for 2019/2020:

- Next GMM: November 2020 during international gasshuku in Japan
- Continued development of new ISP website
- Collaboration on 2020 international gasshuku between ISP and members in Japan
- Continued development of Code of Ethics, including members' feedback
- Development of system for registry and publication of rankings

Attachment 4 :

ISP FINANCIAL STATEMENTS AS OF DECEMBER 31, 2018	
RAPPORT FINANCIER DE L'ISP au 31 DECEMBRE 2018	
INCOME AND EXPENSES FOR THE YEAR 2018:	
RECETTES ET DEPENSES POUR L'ANNEE 2018:	
INCOME/RECETTES:	
Dues/Cotisations	3,200.00 €
Donations	2,797.78 €
Exam and diploma fees	1,036.00 €
TOTAL	7,033.78 €
EXPENSES/ DEPENSES:	
Legal	44.00 €
Bank/paypal fees	170.59 €
Insurance,	62.13 €
IT	180.67 €
Exams fees paid to Jury	1,000.00 €
Printing diplomas	21.00 €
TOTAL	1,478.39 €
Net balance for the year 2018: TOTAL	5,555.39 €
BALANCE SHEET AS OF DECEMBER 31, 2018:	
BILAN AU 31 DECEMBRE 2018:	
ASSETS/ACTIF:	
Bank balance as of December 31, 2018:	5,555.39 €
LIABILITIES/DETTES:	
	0.00 €
Net assets as of December 31, 2018:	5,555.39 €
Actif net au 31 décembre 2018	

Detailed accounts available upon request.

Comptabilité détaillée disponible sur demande.

Attachment 5 :

ITEC Funding Request for 2018

When Shintaido practitioners look back on 2018 it will be seen as the “Year of Shintaido Kenjutsu”. For much of the year the focus of ITEC was to create the new Kenjutsu program, the third pillar of Shintaido.

This effort was directed by Ito Sensei and Minagawa Sensei with support from ITEC, the European Shintaido College’s Kenjutsu Task Force, and Shintaido of America’s National Technical Committee.

Please see the [Shintaido Kenjutsu Program](#) that includes...

- Examination curriculum from ShoDan to Go-Dan.
- Suggested teaching program
- Hitorigeiko/homework for individuals.

As a result of this program, Kenjutsu examinations have been conducted throughout Europe and in Canada.

In addition to the overall program, the Jissen Kunitachi exam curriculum has been revised and translated into Japanese, French and English. This document was distributed to participants at advanced workshops taught by Ito Sensei and Minagawa Sensei.

Also, Ito Sensei and Minagawa Sensei have published step-by-step instructions for Chuden no Kata and Shoden no Kata. These have been distributed to ITEC members. **ITEC asks that Ito Sensei and Minagawa sensei each be offered €1500 in appreciation for their work.**

Attachment 6 :

International Shintaido Project (ISP)

PROPOSED ESTIMATED BUDGET FOR THE YEARS 2019 and 2020

Proposition de budget estimé pour les années 2019 et 2020

INCOME / RESOURCES/RECETTES:		
Dues 2019	€3,000.00	Note 1
Dues 2020	€3,000.00	Note 2
Net asset as of December 31, 2018; actif net au 31/12/2018:	€5,671.89	
TOTAL	€11,671.89	
EXPENSES / USE OF FUNDS/ DEPENSES		
Bank/paypal fees	€260.00	Note 3
Insurance	€400.00	Note 4
IT	€2,296.00	Note 5
ITEC Activities 2018 funding	€3,000.00	Note 6
ITEC meeting in Japan before Gasshuku	€1,750.00	Note 7
Exam cost 2020	€350.00	Note 8
Other 2020 International Gasshuku ISP expenses	€500.00	Note 9
ISP Board meeting before Gasshuku in 2020	€450.00	Note 10
Contribution to Doshu's travel expenses	€1,160.00	Note 11
TOTAL	€10,166.00	
Estimated balance at year end 2020:	€1,505.89	

Note 1	60 members estimate: 50€ x 60 = 3000€	
Note 2	60 members estimate: 50€ x 60 = 3000€	
Note 3	Paypal: 70€ x 2 years; Bank fees: 5€ x 24 months	€260.00
Note 4	200€ per year x 2	€400.00
Note 5	Infomaniak (Host): 70€ x 2 years	€140.00
	Domain name: 15€ x 2 years	€30.00
	Multilingual module for site: 63€ x 2 years	€126.00
	Custom application developpt for ranking registry	€2,000.00
	Total:	€2,296.00
Note 6	See detailed ITEC request subitted to GMM	€3,000.00
Note 7	ITEC meeting pre Gasshuku in Japan	
	Estimate of R&B, Dojo and other expenses	€1,750.00
Note 8	International Exams in Japan	€350.00
	Provision for exam expenses. Not needed if enough examinee	
Note 9	Misc expenses for Gasshuku in Japan to be born by ISP	
	Meeting rooms incl for GMM	€250.00
	Misc + contingency	€250.00
	Total	€500.00
Note 10	ISP Board meeting pre Gasshuku	
	R&B 5 persons: 90€ x 5	€450.00
Note 11	Contribution to Doshu's travel expenses	€1,160.00