

GM Report to Board of Directors

February 10, 2025

BOARD KEY DISCUSSION/RESOLUTION ITEMS:

- Resolution: Anderson Mori & Tomotsune 681,271 yen payment (see document 1g1)
- Resolution: Membership Marketing Representative contract (see document 1g2)
- Discussion: Barter with Ricoh for printer and software (value 2.3M)
- Discussion: Barter with Raine for website operating system update.
- Discussion: Sales Events for Members
- Discussion: Mitsubishi brand promotion
- Discussion: Union salary increase request.
- Discussion: Reciprocal club program expansion

CLUB & FACILITY

- Membership cards are printed and administered on a Ricoh printer and system, which is the only option for cards that can operate doors and elevators in this building. The current printer and software have been in use since the 2018 relocation and are no longer supported. Should either the printer or software stop functioning, it will take approximately one month for a new printer and software to arrive and be installed. We need to replace our printer and software, but in place of an outright purchase I am seeking permission to discuss a barter arrangement with Ricoh. The quote for the printer and software is 2.3 million yen in total.
- Received the amount of US\$1,476 (276,151 yen) from the Give2Asia fund (now Myriad USA). This must be used for press conference improvements and a report when used provided to Myriad USA.
- The website has had a few bug issues and is presumed to be a result of the website management software, Drupal 8, being out of date and no longer supported as of November 2021. We need to upgrade to Version 10, preferably before any major bugs occur which renders the website unusable. The quote from Raine is 500,000 yen for the upgrade, or 600,000 yen if in installments over a year. I am seeking permission to discuss a barter arrangement with Raine.
- Secured www.joinfccj.com for club landing page and potentially could include creating this page within the aforementioned barter agreement with Raine.
- Created an ["event photos webpage"](#) so that members and prospective members can see club photos without being an active Social Media user.
- I would like to have sales events as a member perk, this is done very successfully at TAC. In a nutshell I would permit a vendor to sell their goods at the club to members, the club would receive a room rental fee and/or a commission on sales. For example, Riedel (who donated prizes for Hacks & Flacks) could sell glassware on the same day as a club wine tasting event, in the wine tasting venue if space permits or in VIP. Management would determine vendors and set fees and commissions.
- For the X/Bluesky discussion, our Club social media followers/subscribers are as follows: Bluesky 21, Instagram 190, LinkedIn 716, Facebook 2,600, X (Twitter) 10,800, YouTube 40,000

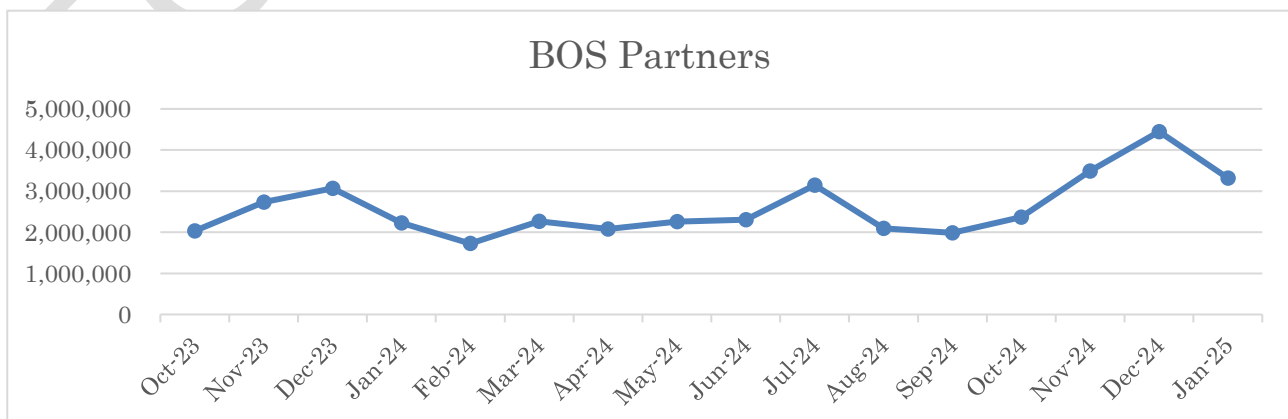
- Have initiated a review of club archival content with the aim of presenting a proposal to the Board to monetize our archive and new content.
- **Building power shutdown on Sunday, February 16.** On Feb. 15, the library and workroom will be closed at 9pm and the entire club must be vacated by 10pm. Access to library and workroom is expected to be possible from 8pm on Feb. 16.
- Finance Committee member Rick Dyck compared the club's rent with his company's rent with Mitsubishi across the street and calculated the club's is at approximately 30% of market rate. Instead of targeting rent reduction, **I would like to be given permission to speak with Mitsubishi about their brand promotion** (eg, the head-table skirt, banner etc) and receiving market value. The House & Property chair concurred with my request.
- Reviewing if we can hang the club banner and a curtain behind the performer and in front of the window during Saturday Night Live (House & Property Chair informed).
- Will source and place armchairs and a coffee table under the stairwell (House & Property Chair informed).

STAFF

- Reception Manager Michiyo Kobayashi marked her 25th year of fulltime employment at the club in January and in accordance with work rules received a 100,000 yen bonus.
- The staff work rules have not been updated since 2017, and in accordance with Ministry of Health, Labour and Welfare and directives we need to make some updates to be compliant. Club payroll staff is working on the required updates and in conjunction with our labor consultant will also look at making some changes to better protect both the club and staff.
- Union Press Club (our staff union) has requested a **salary increase from the new financial year.**
- **Multiple members talking to Hanif about his work/retirement** is creating unnecessary confusion.

MASUKOMI SUSHI BAR

- Met with BOS president and **agreed on a 20% rent discount for six months.** The result of 3.3M yen revenue for January 2025 is substantially better than January 2024 (2.2M yen) and continues the trend of improvement. Hattori-san is also successfully promoting sushi sales for banquet buffets.
- Separate from revenue, but linked, the issue of sourcing staff is still critical however.



MEMBERSHIP

- March 27 GMM information will be distributed to the voting members on March 13, voting will begin on March 17, **it is imperative that there be a coordinated effort to promote voting to those members who regularly do not vote or it is highly likely the long-pending amended Articles will fail again.** Hirado-san and I are working on preparing the FY2025 budget for approval.
- Discontinued charging the notice mailing fee of 600 yen monthly for Honorary members who want to receive club notices.
- Currently 30 members are receiving club notices by fax, **propose to fade out fax.**
- Gained another member from the YC&AC.
- Mitsubishi informed the club they may reduce their members.** The Board approved an agreement in 2001 for up to 8 members from Mitsubishi Jisho with no initiation fee. Subsequently two were added from Mitsubishi Property Management and then two more from Mitsubishi Jisho. Management expects any reduction to be less than half of the current 12 members, from April 1.
- I **would like to add more overseas clubs to our club reciprocal program,** this would include press clubs as available, but the intention is to add other clubs from desirable locations, eg city clubs, country clubs, beach clubs in New York, LA, London, Paris etc. Parameters to consider include length of visit and number of visits. Our current reciprocals follow our guest membership guidelines of 30 days which can be extended twice and there is no limit on how many times they can visit in one year. I would propose a limit of three, two-week visits annually for non press club reciprocal members, this is fairly standard for many reciprocal clubs.

HACKS & FLACKS NEW YEAR PARTY

- Attendance approximately 250:** Gained one Regular so far. Several others have indicated their interest and one major company is reviewing Corporate membership. I am working my way through individual follow-up with 80+ non members. The **event loss of 342,700 yen** is lower than anticipated.

	Ticket	Attendees	
R/PJ/L/Press	2,000	77	154,000
Associate	4,000	34	136,000
Member Guest	5,000	44	220,000
VIP	0	1	0
Invitee	0	78	0
Invitee Guest	5,000	7	35,000
Board	0	7	0
Committee	0	1	0
	SUB TOTAL	249	545,000
Food Cost	2,000	240	480,000
Beverage Cost			283,100
Performer			48,000
Omiyage			16,600
Staffing			60,000
		SUB TOTAL	887,700
(tax exluded)		GRAND TOTAL	(342,700)

BANQUETS

- Venues are largely full this month and next month with reservations for both club events and private functions, April and after is starting to pick up.

VENUES CURRENTLY RESERVED FOR CLUB EVENTS (EXCLUDING PAC AND DEEP DIVE)

February 12 Exhibition Reception	March 31 Book Break
February 14 Tokyo Sinfonia	April 1 or 2 Exhibition
February 19 Sake Tasting	April 3 Setouchi Night
February 21 Hokuriku Night	April 7 Ninja Night
February 22 Shakespeare	April 8 Book Break
February 25 Movie Screening	April 10 Sake Seminar
March 3 Exhibition Reception	April 15 or 16 Movie Screening
March 12 Movie Screening	April 30 Exhibition Reception
March 22 Comedy Night	May 7 or 8 Movie Screening
March 25 Wine Tasting	May 16 Tokyo Sinfonia
March 27 GMM	May 22 Freedom of the Press Awards
March 28 Noh	May 26 Wine Tasting

MAIN BAR

- Entertainment committee is planning themed SNL performers with menu items to match.
- Entertainment committee is planning a Comedy Night on March 22.
- F&B committee and management met with Baird Brewery to sell their beer in the Main Bar.

PEN & QUILL

- Lunch and dinner menus were revised from January 27.

RECEPTION

- Planning limited edition "Hanif - oh my god" coffee cup.