

**ANNUAL REPORT
TO SPONSORS AND MEMBERS
2004**

On behalf of the Directors of the Japan-Virginia Society, it is my pleasure to provide this 2004 Annual Report to Sponsors and Members of the Society. In this report, I shall attempt to give a candid and objective view of the state of the Society, and to report on noteworthy activities of the Society and its Board in calendar year 2004, as well as point to 2005 activities which are planned in the areas of acculturation, business, and economic development.

Mission:

Early in 2004, with considerable and valuable input from the Japanese Committee of the Society, the Board of Directors re-examined the mission of the Society relative to business conditions here as well as in Japan, with a view to align the Society's mission with economic and funding realities. This examination reaffirmed our core goal of providing an environment in spirit and programming which would be the most conducive to building and enriching the friendship ties between Japanese and Americans sharing residence in the Commonwealth of Virginia. Our goals of acculturation, education, friendship, and economic development continued to be embraced.

The examination also concluded that the scope of programming and outreach endeavors which had accumulated since the Society's formation in 1988, needed to reflect a sharper view to have the Society linked to a targeted list of activities which would be less in volume, but executed with the highest quality possible. This examination also took into account, the financial realities which face this and almost all other 501(c) 3 organizations across the Commonwealth and the country.

With this reformulation of mission and the reduced scope of activities which reflected a continuing desire for quality programming, but at a reduced scope, it was concluded by our Consultant/Executive Director of many years, Barbara Nesbitt, and the Board that we would no longer be in a position to maintain a full time Executive Director position for 2004. While this has placed additional strain on the individual Directors and volunteer support, we believe we were able to execute quality programming during the year in stewardship to our Sponsors and Members, whose continued support in 2005 and beyond continues to be vital to the Society.

Programming:

Our programming activities in 2004, and those planned for 2005, aligned closely with our Mission-driven goals of acculturation, education, friendship, and economic development.

January 11, 2004: **Mochitsuki & New Year Party** in Richmond for Japanese and American families. The event attracted 20 sponsors and realized another increase in attendance to 284 individuals.

February 7, 2004: **Medical Seminar** for Families in Newport News, with lectures by two Japanese doctors, involving roughly 30 family members.

May 14, 2004: **Virginia Nippon Golf Classic** with Japanese corporate guests and American friends and sponsors was held at the Gold Course of the Golden Horseshoe in Williamsburg. This was the 14th consecutive year that the Virginia Economic Development Partnership and the Japan-Virginia Society have collaborated on this hallmark friendship and economic development activity.

May 15, 2004: **Medical Seminar** for Families in Richmond, with lectures by two Japanese doctors, involving roughly 25 family members.

June 4, 2004: **Business Seminar** at the Colonial Golf Course in Williamsburg, with lectures focusing on health and property insurance challenges, involving approximately 20 participants.

October 2, 2004: **Medical Seminar** for Families in Newport News, with lectures by two Japanese doctors, involving approximately 30 family members.

October 22, 2004: **Business Seminar** at the Colonial Golf Course in Williamsburg, with lectures on human resource management issues, involving approximately 25 participants.

November 13, 2004: **Passport and VISA Services** in Newport News in concert with the Embassy of Japan.

December 14, 2004: **Lecture on Japanese Business Customs** by one of our Directors at the University of Richmond, involving 35 students.

Funding:

For the year ending December 31, 2004, the Society received cash revenues of \$46,880 and incurred cash expenses of \$35,498 during the period. Included in the cash revenues was a one-time \$9,500 forgiveness of debt, which is accounted for in

2004 as a cash receipt. The Society uses the services of an outside CPA for bookkeeping and records maintenance. Financial reports prepared by the CPA are reviewed by the Board Members on a monthly basis. Requisite tax documents were filed by the Society on a timely basis in 2004.

Office Relocation:

Effective November 1, 2004, the Society relocated its office from East Main Street in Richmond to space within the Virginia Economic Development Partnership headquarters. The Society office space and infrastructure support are donated by the VEDP. *New contact details are:*

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Richmond, VA 23218-0798

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EM: JapanVirginiaSociety@YesVirginia.org

Membership:

During the course of 2004, the Society received funding support from 32 corporate/institutional sponsors, which reflected a roughly 10% increase in this membership category. In addition, results for the year showed individual and family memberships growing at an even faster pace.

Appreciation:

On behalf of the entire Board of Directors, we give genuine appreciation to our former Executive Director, Barbara Nesbitt, for her years of service and to our Japanese Intern, Ayumi Manda, for her excellent service in 2004. Looking to 2005, we will be honored to have the volunteer support of Mrs. Shima, in support of the Society.

2005:

The year 2005 promises to be one of quality programming along the lines of 2004, with new opportunities planned for greater interaction between Japanese and American business and economic development professionals throughout the year. The 2005 Virginia Nippon Golf Classic will be held on May 13, 2005, at the new and very challenging, Mattaponi Springs Golf Club in Ruther Glen, Virginia.

Respectfully Submitted,

Jerry W. Giles
Chairman of the Board