

CITY OF SHEBOYGAN
MAYOR'S INTERNATIONAL COMMITTEE MINUTES

Thursday, March 06, 2025

Persons with disabilities who need accommodations to attend this meeting should contact the Mayor's Office, (920) 459-3317. Persons other than commission, committee, and board members who wish to participate remotely shall provide notice to the Mayor's Office at 920-459-3317 at least 24 hours before the meeting so that the person may be provided a remote link for that purpose.

OPENING OF MEETING

1) Call to Order

Mayor's International Committee Chair, Alexandria King-Close called the meeting to order at 5:20 PM in Conference Room 106 at City Hall (828 Center Avenue, Sheboygan).

Members Present: Mayor Sorenson, Co-Chair Peter Janssen(online), Co-Chair Lisa Salgado, Alex, Vanden Heuvel, Brittney Wagner(online), Member M, Melissa Parra(online), Nicole Brown, Mickenzie Petrie, Sarah Engel-Streicher, and Tomomi Kanemaru.

2) Pledge of Allegiance

MINUTES

3) Approval of Minutes

a. January 9th Meeting

1. Motion to approve: Nicole, seconded by Mickenzie. Unanimously approved.

b. February 6th Meeting

1. Motion to approve: Nicole, seconded by Pete. Unanimously approved.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

4) Correspondence

- a. Esslingen Update: New hire to replace Jasmine, more details to follow.
- b. Annie is working to initiate an educational art exchange between Esslingen and Grant Elementary School.

5) Tsubame Delegation

- a. Leadership Video call with Tsubame Delegation regarding student exchange planning.
 - 1. March 10th at 6:00 PM
 - Tsubame, Japan Date: March 11th at 8:00 AM
- b. Lisa shared that **seven host families** have been confirmed, with a **goal of securing nine** and an **additional 2-3 families as backup** to ensure flexibility and preparedness.
- c. Annie emphasized the importance of **revisiting the agenda** to ensure thorough planning for the delegation, including a detailed review of **expenses, resources, and logistical needs** to support a successful visit.
- d. Lisa highlighted the need for **background checks and a thorough review of housing status** to ensure that host families and accommodations meet the necessary standards for welcoming children from the delegation.
- e. A **breakout meeting** will be planned and scheduled **following the leadership call**

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- to address these preparations in detail.
- f. Tomomi is preparing a **draft etiquette and cultural guide** for the committee and the city, with a **target presentation in June**.
 - 1. This information will be **shared with city officials, committee members, and host families** to ensure cultural awareness and a positive experience for the delegation.
 - 6) **Lakeland Japanese Association Donation**
 - a. A **Certificate of Recognition** has been prepared for presentation to the **Lakeland Japanese Association** in appreciation of their contributions.
 - b. The presentation is **scheduled for March 17th**.
 - c. **Veronica will initiate correspondence** with the association (Beth) to coordinate the details.
 - d. **Confirmed donation amount: \$500 (not \$200)**, as previously discussed.
 - 7) **Annual MIC Celebration**
 - a. **Rupp's Downtown** has been selected as the official venue for the event.
 - 1. The gathering is **scheduled for Thursday, the 27th, at 5:30 PM**.
 - 2. **Veronica will send out formal invitations** to ensure all attendees are informed and prepared.
 - 8) **Esslingen Delegation**
 - a. **Esslingen has extended an invitation** for us to attend the **2025 Christmas Market**, providing an opportunity to strengthen cultural and international ties.
 - 1. **A breakout team will be formed to coordinate scheduling and develop a detailed itinerary**, ensuring a well-organized and enriching experience for attendees.
 - 9) **Project Updates**
 - a. Deb suggested following up with the mailbox for exchanging letters and gifts with sister cities that was discussed during the holidays.
 - 1. Will need procedure/policy for this process
 - b. **Tea Talks Initiative** - There is strong committee support for continuing to explore this idea, with discussions on how best to move forward.
 - 1. **Deb will initiate discussions with Emily** to develop a **pilot timeline** for implementation.
 - 2. **A contact person from Tsubame is needed** to assist with coordinating efforts on the Japan side of the partnership.
 - 3. At this stage, **no additional committee support is required**, but updates will be provided as planning progresses.
 - 10) **Next Meeting** - April 3, 2025
 - 11) **Adjourn** at 6:09 PM.

In compliance with Wisconsin's Open Meetings Law, this agenda was posted in the following locations more than 24 hours prior to the time of the meeting:

*City Hall • Mead Public Library
Sheboygan County Administration Building • City's website*