



# MAYOR'S INTERNATIONAL COMMITTEE AGENDA

**March 06, 2025 at 5:15 PM**

**City Hall - Conference Room 106, 828 Center Avenue,  
Sheboygan, WI**

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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
2. Pledge of Allegiance

## **MINUTES**

3. Approval of Minutes
  - a. Approval of January 09, 2025 \*\* Amended \*\* Minutes
  - b. Approval of February 06, 2025 Minutes

## **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

4. Correspondence
5. Tsubame Delegation
  - a. Leadership Video Call
    1. March 10th at 6:00 PM
6. Lakeland Japanese Association Donation
7. Annual MIC Celebration
8. Esslingen Delegation
9. Project Updates

## **CLOSING OF MEETING**

10. Next Meeting Date: April 03, 2025.
11. Adjourn

***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*

**MAYOR'S INTERNATIONAL COMMITTEE MINUTES**Thursday, January 09, 2025

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**OPENING OF MEETING**

## 1) Call to Order

Chairperson 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, Chairperson Alexandria King-Close, Co-Chair Peter Janssen(online), Co-Chair Lisa Salgado, Alex, Vanden Heuvel, Brittany Wagner, Deb Sabol-Williams, Member M, Mickenzie Rust, Nicole Brown, Sarah Engel-Streicher(online), and Tomomi Kanemaru(online).

## 2) Pledge of Allegiance

**ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

## 3) Correspondence

- a. Acknowledgment of President Carter's passing
- b. Updates from Tsubame families
- c. Picture books from Christopher Farm
- d. Library scrapbooks on past international committee event
  - i. Deb suggested a possible library exhibit
- e. Hessen board - Sister City engagement
- f. Refugee and Love INC community integration
  - i. Annie to share updates with the team
  - ii. Mickenzie asked if it's for adults or families; Allie: TBD
- g. Grant Teachers - Expanding exchanges with Tsubame & Esslingen
- h. Rotary
  - i. Lisa presented to the Rotary Club
  - ii. Some members were in the first delegation
  - iii. Interest in partnering on events
- i. Delegation hosting logistics
  - i. Seeking partners to "sponsor" days and plan activities

## MAYOR'S INTERNATIONAL COMMITTEE MINUTES

Thursday, January 09, 2025

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- 4) Taste of Japan Debrief
  - a) Successful meal
  - b) Japanese Student Association at Lakeland was a key partner (8 students)
  - c) Pre-show fair: Origami, tea tasting, Calligraphy, snack tasting
  - d) Lisa & Tomomi led organization and greeting
  - e) Popular activity: Happy Thanksgiving Calligraphy
  - f) Chopstick demonstrations
  - g) Potential senior trip to Tsubame
  - h) Interest in Tea Talks
  - i) Deb shared a proposal
  - j) Chamber award nomination for Journey to Japan & Taste of Japan
- 5) MIC Guidelines Update
  - a) Annie provided a progress update
  - b) The document is finalized and will be sent to the committee for review
  - c) Alex will explore digital file-sharing solutions with City IT by the next meeting:
    - i. **Short-term:** Implement a physical drive for immediate access.
    - ii. **Long-term:** Identify a sustainable, city-approved digital storage solution.
- 6) MIC Updated Budget Process
  - a) Annie summarized budget management improvements.
  - b) New budget form available; submit at least **4 weeks** in advance.
  - c) Includes a last-minute fund allowance.
  - d) Forms submitted to Chair and Co-Chairs.
  - e) Annie to follow up with Veronica on the reimbursement process.
- 7) MIC Updated Agenda Process
  - a) Submit discussion topics by the Monday before meetings.
  - b) Process begins next meeting.
- 8) Council Presentation
  - a) March 3rd is planned
- 9) MIC celebration
  - a) Send a poll in what's app for place and time - Alex V to follow up
- 10) Christmas tree removal
  - a) Deferred to another city function/group
- 11) Next Meeting - March 6, 2025
- 12) Adjourn at 6:21 PM.

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**MAYOR'S INTERNATIONAL COMMITTEE MINUTES**Thursday, February 06, 2025

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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 Ryan Sorenson called the meeting to order at 5:17 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, Member M, Melissa Parra, Minami Beaudry Nicole Brown, Sarah Engel-Streicher(online), and Tomomi Kanemaru.

**2) Pledge of Allegiance****ITEMS FOR DISCUSSION AND POSSIBLE ACTION****3) Correspondence**

- a. Committee to host Tsubame Delegation
- b. Confirmation of Mayor's approval to proceed
- c. Updates from Esslingen - Katrin still onboarding, future re-engagement planned

**4) Tsubame Delegation**

- a. 1 confirmed host family, recruitment ongoing
- b. Veronica to coordinate media outreach
- c. Open discussion with Tsubame on their visit interests
- d. Welcome event to include North High Drumline, dance, and more

**5) Japan America Society of Wisconsin**

- a. Reached out regarding involvement with our sister city
- b. Opportunity to be featured on their website

**6) Sheboygan Chamber of Commerce**

- a. Confirmed attendance
- b. Review of team members joining the Mayor on stage
- c. Appreciation for nomination
- d. Discussion on fellow nominees in the "Working Together" category

**7) Lakeland Japanese Association Donation**

- a. Prior support acknowledged; committee to contribute \$200
- b. Motion to approve: Mellissa motioned, Nicole seconded, unanimous approval
- c. Discussion on setting standards for future donations

**8) Tsubame Reimbursement**

- a. Masako paid shipping costs for Nobel Prize flatware loaned for Journey to Japan
- b. Proposal to reimburse the expense

**9) Tea Talks with Deb**

- a. Postponed to next meeting

CITY OF SHEBOYGAN

MAYOR'S INTERNATIONAL COMMITTEE MINUTES

Thursday, February 06, 2025

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- 10) **Esslingen Fest**
  - a. **Announced date:** September 6, 2025
- 11) **Next Meeting** - March 6, 2025
- 12) **Adjourn** at 5:54 PM.

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