



KITAKATA SISTER CITY ADVISORY BOARD MEETING MINUTES

Wednesday, 11/14 at 6:00 PM

Parks and Rec Admin Office, 29600 SW Park Place

CALL TO ORDER

A regular meeting of the Kitakata Sister City Advisory Board was held at the Parks and Recreation Admin Office beginning at 6:00 p.m. on Wednesday, November 14, 2023. Ashleigh Sumerlin called the meeting to order at 6:01 p.m., followed by roll call.

PRESENT

Mike Bohlen

Adrienne Scritsmier

Ashleigh Sumerlin

Sammy Scarpone

Jenelle Reid

Masaru Yatabe

ABSENT

Tracy Sailors

Seiji Shiratori

Aaron Reyna

STAFF PRESENT

Erica Behler

Kris Ammerman- Parks and Rec Director

GUEST ATTENDEES

Dave Schalk, Bev Schalk, Lois Reimer

Hanae Kaneko

CONSENT AGENDA

Sammy made a motion to approve the September 13, 2023 Kitakata Sister City Advisory Board Minutes. Adrienne seconded the motion. Motion passed with unanimous consent.

CITIZEN INPUT

Hanae Kaneko (Delegation Interpreter)- Hanae suggested working closer with Kitakata leading up to the visit to better understand goals, expectations and long term vision for the program. She shared that she felt craft activities were too novice for students, and should be replaced by job shadowing, visit to water system, county courthouse tour, etc...

- **There seems to be some miscommunication between Kitakata and Wilsonville about what students should be participating in when they're here. Perhaps there needs to be a bigger focus on 'ambassador' style programs like job shadowing/visits to police and fire/ official meetings/debates, etc...*

COMMITTEE DISCUSSION

1. Budget

Erica shared that the end of October statement from finance indicates that the board has \$10,496 left, however much of council trip expenses still needs to be paid for the February 2024 trip. Erica tallied up additional expenses between the end of October statement and the meeting and estimated another \$4,770 had been spent, leaving the board with \$5,725. Erica reminded the board that the remaining portion will go towards councils visit to Japan, meaning the board does not have additional funds between now and June 30 to spend.

2. Delegation Debrief

What went well with the trip and what needs improvement?

- Arrival- don't cut the welcome dinner so close to student arrival, and try to have them/their travel agent avoid an 8 hour layover in Seattle.
- Make the Exec team meeting longer to provide ample time for translation, introductions, and presentations
 - It's very important that students have time to individually introduce themselves
- Silver Falls Hike went over great- perhaps give options for shorter or longer hikes
- The farm was very interactive and students loved it
- Don't wait until Halloween to buy pumpkins- only bad ones left
- Lunch/Bingo at the Community Center works very well- seniors loved showing the students how to play bingo
- Try to include story time in the visit to the Library
- Tree planting goes very fast
- Fire department visit?
- Meridian Creek Middle School day was great, principal was very engaged, and the students were paired up with other specific students
- Having extra chaperones on Portland day was nice
- Consulate visit with Mayor should happen every year
 - The Consul General Yoshioka said he would like to visit Wilsonville
- Having City Council at the farewell dinner was great to see
- Include salad or cupcakes at farewell dinner instead of just pizza
- Double check all student birthdays and be aware if any happen during the trip
- Potentially swap welcome dinner (catered BBQ) and farewell dinner (pizza or potluck) so that the farewell dinner is a bit more formal
- More ceremony with some events, especially larger meals

3. Board Comments

- N/A

ADJOURN

Meeting adjourned at 7:00 pm

Next Meeting: Wednesday, January 10, 2024 at 6:00 pm, Wilsonville Parks and Rec Admin Office