

Kitakata Sister City Advisory Board Meeting Action Minutes
11.09.2022

Advisory Board Members Present:

Adrienne Scritsmier
Ashleigh Sumerlin
Tracy Sailors
Sammy Scarpone
Aaron Reyna
Dave Schalk
Seiji Shiratori

Staff Present:

Erica Behler – Recreation Coordinator

Members of the Public Present:

N/A

AGENDA ITEM	ACTIONS
CALLED TO ORDER	6:02 pm
Minutes	Erica mentioned that at the last meeting there were issues with the recorder. The only motion made at the October meeting was to purchase four cherry trees for Town Center Park.
Public Comment	N/A
Budget Update	<p>Seiji shared a brief status report on the budget. A rough estimate of the budget with the projected expenses for the delegation shows that we should have roughly \$6,000 left once the delegation is paid for. This \$6,000 should last until June 30.</p> <p>Erica also shared that she is trying to keep a tally on upcoming expenses for the delegation in early December. She shared that she still needs to pay for the hotel, gingerbread supplies, etc... Erica shared a spreadsheet with estimated expenses.</p> <p>Ashleigh asked if Kitakata is going to reimburse for their hotel expenses. Erica explained that that was unclear at the moment but she thought they would.</p>
Itinerary Updates	<p>Erica reminded the group that this was the last scheduled meeting before the delegation arrival on December 3.</p> <p>Erica also stated that the Host family orientation night would be held on Nov. 15 at 6pm at Parks and Rec. Erica encouraged board members, even if they weren't hosting a student to attend.</p> <p>Airport pick-up – Dave will drive the 15 passenger van and Erica will drive a city van for luggage to the airport on Saturday, Dec. 3 for pick-up. Erica mentioned if anyone else wants to come that they can ride with her. Both Ashleigh and Sammy expressed interest.</p> <p>Seiji will take the lead on sign making at parks and rec with other host families. Erica will get Seiji a key to get into the building. Erica will purchase materials for this.</p> <p>Abella Italian Kitchen dinner- Erica will go to the restaurant early to make sure everything is set up correctly. Councilor Akervall and Councilor Lineville to attend.</p>

Sunday with host families- make a list of suggested activities

Monday- Dave, Sammy, Ashleigh and Erica will be with the group. Kitakata will have a breakfast with mayor and exec team and give a presentation about their city and school. The group will also have lunch at the community center- Adrienne to join for lunch. The rest of the day is flexible for local Wilsonville activities.

Tuesday- CCC tour with Adrienne, OMSI, food carts, PSU campus tour (with Tracy and Daughter), Pioneer Courthouse Square, Nike (using street car), back to Wilsonville. Tracy will talk with her daughter to get timing of tour. Erica asked if board members had any suggestions about how to pay for street car tickets. All day street car tickets are \$5. This needs to be looked into further.

Erica confirmed she has had communication with the school principals at all schools- this took more time than expected- may be better to go in person in the future.

Wednesday- school day- Lowrie Elementary, Wood Middle School, Bullwinkle's, cherry tree planting and native plant presentation. Several board members suggested a nature walk activity in Graham Oaks park.

Thursday- high school shadow day- Shinobu has organized student match ups. After school the group will come to parks and rec for gingerbread houses with Aaron (Aaron to arrive around 3pm), dinner will be delivered and the group will head to the Moda center for the blazers game. Erica needs to transfer tickets to Dave. Students could also ride the bus or ride with a teen in the household.

Friday- Oregon coast day. Group will visit Oregon Coast Aquarium in Newport and then go to outlets in Lincoln City. Group will arrive back to Wilsonville around 5pm. Pizza party will be held at the community center at 6pm.

Saturday- depart Wilsonville parks and rec around 11am. Group will stay overnight in Seattle on Saturday night, and depart from Seattle airport on Sunday for Japan.

Erica mentioned she sent a clarifying email to the interpreter (Hanae) to get a better understanding on what her involvement with the group will look like throughout the week. Erica also mentioned that she has very little understanding of how well the teachers speak English.

Host Family Pairings:

Home visits are almost complete

Board members added phone numbers in the chat for the group msg.

Erica shared that the group text msg will be the main form of communication

Erica will create gift/activity suggestions sheet, and phrase sheet – Bev will also share the phrase sheet they've shared in the past

Event Idea

Erica shared an event idea- Sounds of Japan (details below) to be held on March 18 from 10am-12pm at the Community Center. Adrienne mentioned having supplies for the dry garden craft at the event. Sammy also mentioned having the tabling set up. We have leftover tea and candy from the block party we can bring.



Board
Comments

Sammy- JASO New Year event on January 19. Does the board want to have a table/activity? Erica asked Sammy to email her more information on this event so she could get it out to the group.

Adrienne wanted to revisit questions about covid for host families. Erica said it's at your own risk and the city will not be requiring testing. Erica said it would not be the host family's responsibility to quarantine with a sick student, and that it would be the chaperones responsibility to take care of.

ADJOURN

7:17pm