

Kitakata Sister City Advisory Board Meeting Action Minutes
4.12.2023

Advisory Board Members Present:

Jenelle Reid
Michael Bohlen
Tracy Sailors
Seiji Shiratori
Aaron Reyna
Samy Scarpone
Absent: Ashleigh Sumerlin
Absent: Adrienne Scritsmier

Staff Present:

Erica Behler – Recreation Coordinator II

Members of the Public Present:

None

AGENDA ITEM	ACTIONS
CALLED TO ORDER	6:01 pm
Minutes	Aaron moved to approve the 2.08.23 minutes, Sammy seconded the motion. All were in favor of approval.
Public Comment	N/A
Budget Update	Erica shared that she had received the end of March report from the finance department- the board currently (as of 3.31) has \$7,911 remaining, or roughly 40% of the budget left to use by July 1. Sammy asked about where we were at with the purchase of a 35 th anniversary gift, and if this could come out of the budget before July 1. Erica shared that the board had yet to purchase a gift, but that it could come out of the remaining budget as long as it was purchased before June 30, 2023.
Debrief Sounds of Japan Event	<p>Aaron shared that he thought the event was great, and was really proud of how many board members showed up to table. Aaron also shared that he thought the performers were great, and felt we had a really professional set up. Other things to note:</p> <ul style="list-style-type: none"> • Potentially over register the event knowing a portion of people will not show up • Drumming group should be outside in the future (too loud in small space) • Seating set-up was good • Check in and tabling set up worked great • Koto-kai group was very high value • Potentially charge a small fee for attendance to make folks feel like they have skin in the game, and show up (could this go back to the Friends of the Library, or potentially go to the High School Japanese club or something similar?) • Potentially put out event parking signs if the event gets much bigger • Loop in Shinobu so she can promote event to her students • Look at outdoor venues for next year or use high school theater
Discuss October Delegation	<p>The board has decided to welcome a delegation of middle school students and chaperones (15 total) in late October/early November- 10/28-11/7 are the tentative dates. The group will be here for Halloween, which is always super fun. They would all like to stay with local host families- including the chaperones. Erica shared an overview of the program for the newer board members, and shared that there's typically a process of recruiting host families including, host family info night, home visits, background checks, etc... and that this falls to the board to organize and host.</p> <ul style="list-style-type: none"> • Saturday 10/28 Airport pickup, day with host family, welcome dinner • Sunday 10/29 Day with host family • Monday 10/30 City Hall Day • Tuesday 10/31 Frog Pond Farm, Pumpkin Carving, etc... group trick or treating and Halloween party?

- Wednesday 11/1 Day at the Elementary and Middle Schools/Bullwinkle’s
- Thursday 11/2 City/Zoo/Portland Art Museum
- Friday 11/3 Oregon Coast/Tillamook Cheese Factory
- Saturday 11/4 Day with host family
- Sunday 11/5 Day with host family
- Monday 11/6 Day activity, and Farewell dinner
- Tuesday 11/7 Airport Drop off

Aaron remembered that a host family last year had requested that we get youth input on the itinerary. It might be worth asking local middle-school students what the “can’t miss” attractions are that they would take a friend to. Other ideas the board had:

- High School Sports games- football
- The Gilbert House- Salem
- Capital?
- Dance Party, music and popcorn
- Shadowing students
- Rodeo

Potential host family info nights?

- July & August – 1 each month and host at Parks and Rec Admin Office
- Jenelle mentioned reaching out to the middle school PTA’s to get interest from middle school students

Mike asked what all goes into a host family home visit. Erica shared that last year, her and her boss Kris Ammerman performed the home visits. What they are looking for is that the student will have their own room with a door that shuts. They are also looking to see if there are any animals in the home, as well as cleanliness of the home. Erica shared that in her time with the sister city, she didn’t believe that any host family applicant had been turned away for home issues. Erica also shared that the city performs background/criminal checks on all applicants.

Aaron began brainstorming some ideas to generate buzz around the visit including a paint or movie night. Seiji shared that he thought having some sort of host family alumni event would be a good way to get repeat host families involved. He shared he thought the most likely people to be host families are people who have done it before, and the second most likely group of people to host would be people who know them. He thought having something surrounding an activity with a social focus would be good- sake tasting or ramen tasting, etc...

Testimonials in the spokesman, spokesman article- work with Kaelyn who was a past host family and now a spokesman journalist. Perhaps get testimonials during alumni event.

Sammy expressed the importance of getting Shinobu involved. Shinobu would need to make an announcement before the end of school. Her students may be interested in hosting.

35th Anniversary
Brainstorm

The board brainstormed ideas of how they could potentially financially contribute to a project in Kitakata such as a piece of playground equipment and/or a park bench etc... Erica mentioned that Megumi Dote would be a good contact for this. Sammy said he would reach out to her. Erica also shared that the board could potentially purchase English language textbooks for the schools.

	<p>T-shirt order: Erica shared a t-shirt design she put together for the 35th anniversary. It was suggested that an akabeko be the logo for Japan and a sasquatch be the logo for Oregon in place of the hearts. Erica was thinking of ordering a quantity of 50 or so. The idea would be for council and the board to wear the shirts during the online 35th anniversary, as well as send some to our counterparts in Kitakata.</p> <p>Aaron mentioned a photo contest with a traveling akabeko and a traveling sasquatch where residents take pictures with the figurine to show off their city.</p>
<p>Board Comments</p> <p>1. School Cultural Event-Jenelle</p> <p>2. Traveling to Japan-Sammy</p>	<ol style="list-style-type: none"> 1. Jenelle shared that the Boeckman Creek International Cultural Fair was being hosted on Thursday, April 27 at 5pm. 2. Sammy took the temperature of the group regarding a potential adult delegation to Kitakata this fall, before the students come to Wilsonville. Most board members didn't think they'd be able to swing it that soon. Ashleigh and Sammy are both very committed to the trip.
<p>ADJOURN</p>	<p>7:15 pm</p>