

Kitakata Sister City Advisory Board Meeting Action Minutes
5.18.2022

Advisory Board Members Present:

Adrienne Scritsmier
Seiji Shiratori
Ashleigh Sumerlin
Tracy Sailors
Sruthy Menon
Aaron Reyna
Sammy Scarpone

Staff Present:

Erica Behler – Recreation Coordinator

Members of the Public Present:

Emeritus Member- Lois Reimer

AGENDA ITEM	ACTIONS
CALLED TO ORDER	6:02 p.m.
Minutes	<p>A. 3.15.22 minutes approved (all in favor) <i>-Seiji made a motion to approve the minutes</i> <i>-Sammy Seconded the motion</i> <i>-All were in favor</i></p>
Public Comment	A. N/A
Budget Review	<p>A. General Budget Update – Seiji</p> <p>Seiji shared that the budget had not changed too much and that the board had spent \$4,682.71 to date. The remaining money cannot be spent on student scholarships for Wilsonville High School students. This information came from City Admin staff.</p> <p>The group also began to discuss what some upcoming expenses could be if a delegation were to visit in 2023- things like bus rentals and banquets.</p> <p>Tracy clarified that we had not received an invoice from Barbara for the tea ceremony demonstrations. Tracy will reach out to check on this.</p> <p>Adrienne asked if the board could spend some of their money on gift cards for future delegations to places like hotels and restaurants. Erica will check on this. Ashleigh added that it could also be a good idea to get a gift card for a host family.</p> <p>Ashleigh shared that in the past, when the group was still the association; the Japanese delegates would pay for their own hotel stays. However, when the association went to Japan in October 2019, Japan paid for Wilsonville’s hotel stays.</p> <p>B. Tabling Set-Up – Erica</p> <p>Erica shared the tabling set up she created in Vista Print, and asked for any edits. Adrienne asked that the boarder be deleted on the signs. Sruthy mentioned promotional or stationary items like pens/brochures/water bottles, etc... Seiji mentioned cultural promotional items for Wilsonville events like chopsticks, sake glasses, etc...</p> <p><i>Seiji moved to approve the purchase of the tabling items</i> <i>Ashleigh seconded the motion, and all were in favor.</i></p>

C. Business Ideas – Sammy

Idea 1: Sammy brought up the idea of fundraising or hosting a larger event- something that would bring the community together... sake tasting and food pairing... using JASO members. Could use the event as a fundraising opportunity in the future if a 501c3 were to be formed.

Idea 2: Support products exchange. Examples that were shared were sake from Kitakata, and coffee from Portland coffee roasters. The board could help support these products imports/exchanges... perhaps get Sake One to sell a Kitakata brand sake or have Uwajimaya stock it. We could send Kitakata coffee from Portland Coffee Roasters, for example, and see if any café's in Kitakata would want to sell it.

Seiji added that he thought the sake/food pairing could be a fun way to get folks together. Seiji added that he thought the trade promotion was also a good idea.

Adrienne asked if the board could spend their money to host a fundraiser, and then have a third party 501c3 fundraise at the event to go towards student scholarship-good question!

Erica added that we would need a friends group or a foundation and that the city cannot fundraise on behalf of itself. Until the board gets a 501c3 group formed, fundraising is off the table. Erica also added that she liked the idea of having sake one come to the community block party to co-table with the sister city board. Erica also mentioned potentially hosting a Japanese style cooking class, where those registered would be entered into a raffle to win a bottle of Kitakata sake. Erica added that if the board does want Sake One to be at the block party, that there is some OLCC permitting paperwork that needs to happen. She encouraged the board to start looking into this if it was something they were serious about.

Tracy asked if Wilsonville students could fundraise themselves. Adrienne chimed in and said she didn't think that was the case anymore (she said that's what she did when she was in school), but that it is less common now. *I feel like we should revisit this, and ask Shinobu about it. What if, for example, we purchased 100 daruma dolls from Uwajimaya, and donated them to Shinobu for students to sell at the school. Any funds they made from the sales went towards their trip...*

Aaron reminded the group that at one point the board had discussed using the friends of the library as an avenue to fundraise- Aaron suggested we loop back on this with the library director.

Aaron also brought forward the idea of a sake and paint night as a potential event/class for fundraising.

Seiji mentioned that he looked into what it takes to form a 'friends of' group, and that it did not seem too complicated. Erica wondered if the same people who are on the board can also be on the friends of group, or if we would have to find additional folks to 'staff' the friends group...

Erica asked that Sammy reach out to our contact at Uwajimaya to see what Kitakata Sake imports may look like and what it would cost... Ashleigh shared that Uwajimaya does stock some Kitakata sake already from Homare Brewery.

	<p>Ramen was another product that was discussed to potentially import. Erica mentioned that on the 2019 Wilsonville trip to Japan, the group received a presentation from a small ramen shop owner who was interested in getting his products into the states.</p> <p>Coffee, beer, spirits, and hazelnuts were discussed as options to export from Oregon to Japan. Erica mentioned she could reach out to Tomita San to see if there were any other products they would want to have.</p>
<p>Updates</p>	<p>A. Review of Cherry Blossom Week</p> <ul style="list-style-type: none"> -Ashleigh thought the group should run the event again next year, but maybe two weeks earlier 😊 -Movie attendance was small -Oil Painting attendance was great -Sound Meditation attendance was great -Baked good handouts at the library went well- a lot of folks just happened across it on their way to the library -Sruthy agreed we should keep it for next year -Sammy suggested planning the event sooner to try and get music booked -Seiji wondered if there was a way to be a little more flexible with timing, and suggested fewer days with one larger event -Tea ceremony was fairly well attended- maybe look into the option of having folks participating in the ceremony itself -Add sake and paint night -Add young adult event – anime/studio ghibili -Sammy also like the idea of a weekend event series vs. a whole week -Aaron mentioned bonsai tree lego sets that switch out with cherry blossoms (could be a cool young adult event) <p>B. Council Retreat Review</p> <p>Erica mentioned she thought the DEI committee, and the Arts, Culture, Heritage Committee might be good groups to work with on future projects- she specifically mentioned an art installation of totoro that she had seen online that is located in Japan.</p> <p>Adrienne mentioned using itineraries from the Tourism board for delegation visits</p> <p>Ashleigh said she had a great time and made lots of connections</p> <p>Aaron mentioned hosting a speaker series, and perhaps getting the DEI or Library boards to collaborate on this. Adrienne added that the Japanese American Museum of Oregon would be a good resource for this.</p> <p>C. Lowrie International Festival</p> <p>Erica shared that Lowrie International Festival would be happening on Friday, June 3 at 6pm. Erica asked if anyone was interested in hosting a Kitakata, Japan table at the event- Ashleigh volunteered to be at this event. Erica mentioned that the tabling set up could be ordered and ready for the event.</p> <p>D. Discussion of Mayor Gift & Presentation</p> <p>Erica mentioned that Mayor Endo would like a presentation about Cherry Blossom festival. Mayor Endo was recently re-elected, and Erica mentioned that the board should look at gift options for him.</p>

Adrienne asked what we had gifted Mayor Endo in the past- Erica said plaques, anniversary coins, myrtle wood bracelets, Pendleton blanket, etc...

Tracy mentioned that her dad is an artist and is based in Vancouver- (see Kaleidoscopes pictured below)



Sammy mentioned glass products from Lincoln City (look up glass floats!)

E. Virtual Meetings

Erica mentioned that Japan is interested in hosting another series of online virtual exchanges- more info to come

Ashleigh wondered if it would be possible to live stream any events so that Japanese students could see what they were like... or do a sort of, day in the life video.

Revisit Strategic Plan

A. Student Scholarship Questions

Erica mentioned the opportunity of applying the community opportunity grant to help fund students going to Japan.

B. Review Strategic Plan

Erica pulled up the strategic work plan to remind folks what they had put down to work on. Adrienne said she would make edits to the survey and resend out.

- Remove Jason Jones from tasks on work plan
- Add Sammy to task 5.4
- We need to make a clear proposal for task 5.2 for video exchange

Board Comments

A. Adrienne School Visit:

Adrienne shared that she has the opportunity to go to Wood Middle School 7th grade social studies classes to present about Kitakata. She classes are learning about Japan in their current subject matter. Adrienne will be visiting the school with an activity all day on Friday, May 27.

	<p>B. Homework: Erica mentioned to the board that their 'homework' was to start creating sample itineraries. She said, imagine that you had a friend or family member visiting from out of state, and plan your perfect Oregon day to share with them.</p> <p>The board will share these sample itineraries with one another at their next meeting. These itineraries will be used to start planning the delegation visit from Japan.</p>
ADJOURN	7:45 pm