



KITAKATA SISTER CITY ADVISORY BOARD MEETING MINUTES

Wednesday, 1/10 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

Karen Kreitzer
Adrienne Scritsmier
Ashleigh Sumerlin
Seiji Shiratori

Aaron Reyna
Sammy Scarpone
Jenelle Reid
Mas Yatabe

ABSENT

Mike Bohlen

STAFF PRESENT

Erica Behler

GUEST ATTENDEES

N/A

CONSENT AGENDA

- **Approval of the Minutes:** Adrienne made a motion to approve the November 14, 2023 Kitakata Sister City Advisory Board Minutes. Sammy seconded the motion. Motion passed with unanimous consent.

CITIZEN INPUT

- N/A

NEW BOARD MEMBER INTRODUCTIONS

- Karen Kreitzer briefly introduced herself and why she chose to be a part of the Kitakata Sister City Advisory board. Welcome Karen!

BUDGET

- Seiji gave a budget report based on the info he had. Staff reported that a more recent financial update puts the board at \$1,000 left in the fiscal year budget. Staff explained that they will likely go over budget, and that admin will cover additional costs due to several council

members going on the trip. Staff also mentioned that the budget request for fiscal year 24-25 has been increased to \$25,000 for inflation.

BOARD OFFICER APPOINTMENTS

- Adrienne Scritsmier was selected as the new Board Chair. Ashleigh made the motion, Aaron seconded the motion, and all were in favor.
- Sammy Scarpone was selected as the new Vice Chair. Ashleigh made the motion, Seiji seconded the motion, and all were in favor.

JAPAN TRIP AND CARD SIGNING

- **Trip Logistics:** Staff and board members attending the February 2024 Kitakata trip went over the trip agenda with the rest of the board. Sammy and Ashleigh reviewed the cultural training that took place with Council on January 4th. This training was given to City Council on January 4th by Graham Morris, Executive Director of the Japan America Society of Oregon.
 - **What does the board want out of the trip?**
 - The board discussed what they wanted to get out of the visit to Kitakata.
Highlights included:
 - Clarification on what Kitakata wants to get out of the student trips and their vision for the future
 - Clarification on Structure of the Board vs City vs Chamber
- **Gifts and Card Signing:** Staff briefly explained each gift that the group would plan to bring to Kitakata including a custom art piece, hazelnuts, Oregon shaped cutting boards, city calendars, city logo socks, and city logo keychains. The group also passed around cards to sign for the Kitakata Mayor, International Association, Interpreter, Chamber of Commerce, Rotary, and extras.

BOARD COMMENTS

- Aaron Reyna shared the idea of having Kitakata students go through a shorter version of something like civics academy where the students would receive a 'global citizen' certificate from City Hall or something similar.
 - Other ideas could include a 'pinning ceremony' where each student receives a city logo pin or American/japan flag pin, attend a board meeting, attend a council meeting, etc...

ADJOURN

Meeting adjourned at 6:55PM

Next Meeting: Wednesday, February 21, 2024 at 6:00 pm, Wilsonville Parks and Rec Admin Office