

Kitakata Sister City Advisory Board Meeting Action Minutes  
5.10.2023

**Advisory Board Members Present:**

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

**Staff Present:**

Erica Behler – Recreation Coordinator II

**Members of the Public Present:**

Bev Schalk  
Dave Schalk

AGENDA ITEM	ACTIONS
<b>CALLED TO ORDER</b>	6:01 pm
Minutes	Ashleigh moved to approve the 4.12.23 minutes, Aaron seconded the motion. All were in favor of approval.
Public Comment	N/A
Budget Update	<p>Erica shared that she had received the end of May report from the finance department- the board currently has \$7,762 remaining, or roughly 40% of the budget left to use by July 1.</p> <p>Adrienne said she was shocked at how much Hanae invoiced for (low). Erica shared that she believed that Hanae invoiced Kitakata for most of the interpretation services.</p> <p>The board began to brainstorm what they could pre-purchase for the October delegation before July 1. Sammy mentioned potentially looking into transportation pre-payments such as the 15 passenger van. Dave will not be available to drive the van for the October/November delegation.</p> <p>Anniversary gift amount – thoughts on how much? \$1,000-\$2,000 Anniversary date is October 28<sup>th</sup>, 2023 Bev Schalk shared that past gifts have included framed certificates and photos, tree plantings, medallions, made in Oregon items, Pendleton blankets, etc...</p> <p>Erica mentioned getting a quilt made from the local quilting group could be nice. Aaron added that he felt it could be appropriate because our counterparts have talked a lot about local textiles. The board seemed to like this idea, but wondered if something more community based might be a better fit. The board felt a plaque was not interactive enough.</p> <p>Sammy mentioned filling in more cherry trees in Town Center Park.</p> <p>Seiji mentioned a sasquatch sculpture could be cool and representative of Oregon. Seiji has since sent the following information...</p> <p>Sasquatch sculpture- The Interior Gallery Bigfoot Life Size Yeti Statue 6.5 ft \$999 \$385 shipping <a href="#">Link Here</a></p>

	<p>The board also visited the idea of getting anniversary shirts made. She shared that a quantity of roughly 50 would cost \$1,100 - \$1,500. This would be enough shirts for Wilsonville City Council, board members, the incoming delegation and the international association in Kitakata to have one.</p> <p>The board asked that Erica look into a higher quantity, a local option, and send a quote out via email for a motion for approval.</p>
<p>Delegation Brainstorm</p> <ul style="list-style-type: none"> <li>• Alumni Event</li> <li>• Host Family Info Nights</li> <li>• Welcome &amp; Farewell Dinner</li> <li>• Itinerary Ideas</li> </ul>	<p><b>Alumni Event-</b> Erica mentioned we should get this on the calendar soon. Aaron mentioned showing the video about Kitakata at whatever event we end up hosting.</p> <p>Adrienne thought an activity that is interactive would be a good fit- potentially making something we could then send to Kitakata. Ideas included, card making, origami, sake tasting, oil painting, among others.</p> <p>(Erica, after the meeting emailed past host families to see who would be interested in hosting again, and many said they would not be able to. This shifted the idea from an Alumni Event to a more inclusive informational event open to all community members.)</p> <p>Sammy mentioned someone he knew from JASO that's a calligraphy artist, and said he would reach out to get availability and cost.</p> <p>The group discusses a date option for an event and landed on Friday, June 23.</p> <p><b>The board discussed host family info nights</b>, and potentially thought that July 19<sup>th</sup> and August 1 could both work. Several board members mentioned that they thought the library oak room was a nice, welcoming atmosphere to continue to host these. Since this meeting, Erica has reserved the oak room for July 13 at 6pm- the 19<sup>th</sup> was not available.</p> <p>The idea about tabling at the farmers market once or twice a week at the farmers market or concerts in the park came up. Both of these events are on Thursday evenings.</p> <p>Jenelle mentioned contacting Shinobu to have her send out host family info nights to her students who will be traveling to Japan next year.</p> <p><b>Welcome and Farewell Dinners-</b> the board really liked the community center as a location. Several members also mentioned looking into McMenamins church. Bev mentioned that it would be possible to really deck out the community center to make it feel more formal with center pieces, table cloths, place mats, etc...</p> <p>Dates of visit Saturday, 10/28 – Tuesday, 11/7</p> <ul style="list-style-type: none"> <li>• Welcome dinner on Saturday 10/28 or Sunday 10/29 depending on flight</li> <li>• Farewell dinner on Monday, 11/6</li> </ul> <p>The topic of a trip to Kitakata was briefly discussed. Kitakata has said that February, 2024 would be a good time for a visit. Erica has reached out to the assistant to the city manager to gauge council interest for this. The 2023-2024 budget will span July 1, 2023- June 30, 2024 and will therefore have to cover expenses for both the incoming delegation from Kitakata in October/November and a potential outgoing delegation from Wilsonville to Kitakata in February. The board's budget covers flight costs for Wilsonville City Councilors to travel to Japan.</p>

	<p>Moving forward for the itinerary schedule, Erica will blanket copy what we had last year and at the next meeting, the board will start plugging in events/places to visit etc...</p> <p>The board mentioned that they would like to have some sort of chaperone dinner planed for the October/November delegation.</p>
Board Comments	<p>Aaron mentioned that he'd like to revisit the idea of a 'Shinrin-Yoku' or forest bathing idea/trail in one of our local parks. Erica said she would pass on Dustin Schull's information. She also mentioned that she thought this project would be a good fit for a grant.</p> <p>Jenelle and Aaron gave an update on international night. They said it was a good turnout with hundreds of families, they talked to lots of people. Jenelle mentioned participating in more events like this because a lot of people they interacted with didn't know about the sister city relationship.</p>
<b>ADJOURN</b>	7:19 pm