



# KITAKATA SISTER CITY ADVISORY BOARD MEETING MINUTES

Wednesday, 7/10/24 at 6:00 PM

Parks and Rec Admin Office, 29600 SW Park Place

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## CALL TO ORDER

A regular meeting of the Kitakata Sister City Advisory Board was held via Zoom beginning at 6:00 p.m. on Wednesday, July 10, 2024. Adrienne Scritsmier called the meeting to order at 6:00 p.m., followed by roll call.

## PRESENT

Adrienne Scritsmier  
Sammy Scarpone  
Aaron Reyna  
Mike Bohlen  
Jenelle Reid

Ashleigh Sumerlin  
Mas Yatabe  
Karen Kreitzer

## ABSENT

Seiji Shiratori

## STAFF PRESENT

Erica Behler

## CONSENT AGENDA

- **Approval of the Minutes:** Sammy Scarpone made a motion to approve the May 22, 2024 Kitakata Sister City Advisory Board Minutes. Mike Bohlen seconded the motion. Motion passed with unanimous consent.

## CITIZEN INPUT (N/A)

## BUDGET

- **Promotional Item Share:** Staff shared the promotional items ordered including two large welcome banners, small USA/Japan pins, canvas bags, USA flag, and Japan flag.

## REVIEW BOARD GOALS

- **Council Presentation on Thursday, September 5, 2024**
  - Board members discussed a few clarifications regarding board goals such as the ability to make edits after one year if appropriate. The board agreed that they'd like these goals to span three years

- **Vote on Board Goals**
  - Sammy Scarpone made a motion to approve the 2024-2025 board goals as written, Mike Bohlen seconded the motion, and the motion passed with unanimous consent.
  - Staff will post these goals to the board web page on the City's website
  
- **Assign Action Items**
  - Adrienne – standing committee, adjustments of bylaws regarding term lengths
  - Sammy – Build Network of Community Resource, Consul General Visit, JASO liaison
  - Jenelle – Classes, Reach out to the APANO
  - Aaron – DEI, Speaker Series, Rock Garden Project
  - Karen – Engage Wilsonville Youth, Recruit Teen Member
  - Staff – zoom meetings

#### **BOARD COMMENTS**

- **Party in the Park Event:** Staff mentioned that the annual Party in the Park Event will be held on Thursday, August 22 at 5pm in Town Center Park. Staff extended the invitation to board members to table on behalf of the Sister City at the event.

#### **ADJOURN**

Meeting adjourned at 6:57pm