

Edmonds Sister City Commission

Meeting Date: October 27, 2014

Call to Order: The meeting was called to order at 7:15pm

Attendance:

Pos. 1 Michelle Van Tassell	Pos. 2 open	Pos. 3 Pamela Erickson
Pos. 4 Marlene Friend	Pos. 5 open	Pos. 6 Rita Ikeda
Pos. 7 Iyoko Okano	Pos. 8 Michele Fellows	Pos. 9 open
Pos. 10 Karyn Heinekin	Pos. 11 open	Pos. 12 Paul Anderson
Student Rep. Michelle Rockstead		

Commissioners Absent: Rita Ikeda

Staff Liaison: Carolyn LaFave

Guests / Public Comment: none

Administration

Agenda: moved and seconded

Minutes: Minutes for August and September 2014 were approved and seconded.

Chair's Report: Michelle VT will be leaving at the end of the year and we need to be thinking about who will replace her. We need nominations for the next meeting. A quick job description given was the chair would oversee the monthly meetings and committee activities; average 4-6 hours a week except during summer Hekinan visit.

Chair: Michelle VT thanked everyone who came to Wednesday's student orientation and commented on its success.

PR Report: Michelle met with Kay. She is working on a timeline for promotion and advertising. Right now the priority is on chaperones and student delegates. Michelle needs to be an administrator on FB so that she may post information there.

Staff /Treasurer's Report: As of the meeting, there is \$530.70 in public funds and \$892.19 in private funds available. The Mayor approved the \$5000 package that was proposed by Carolyn (for education and transportation).

There has been no recent Internet contact with Hekinan because of an email issue with the city. Carolyn has updated the ESCC website and will be posting the information for students and chaperones.

Student Representative Report: Michelle R. would like to extend her position on the commission and will submit an application.

Correspondence: Iyoko shared the sad news that Mayor Negita's wife passed away on 10/26/14. She will contact Hekinian and ask that they place a flower, as is tradition in Japan, for the ESCC. The Mayor will also send an email to be read at the funeral.

Iyoko also received correspondence from Mr. Ishibashi asking for a replacement for the current AET, Lauren, who will not renew her contract. Hekinian would like a new requirement added to the job description: The AET will be able to communicate in daily conversation. Also, he wants the skills to include active involvement with junior high students and a person who can seriously perform the job.

Old Business

Cultural Event: Pam met with Ruth Arista (Pam will either attach her information or summarize it in this space).

Chaperone/Student Presentation to City Council: The presentation to the City Council was very successful and appreciated. Students: Jason, Patrick and Dee along with the two chaperones: Karyn

Fund raising: Paul spoke with Shawn Richards at the Red Onion about a fundraising night. Dates were presented and it was decided that we will ask for May 5, 2015 as our date. It will be a fundraising/team building event for the students that will be going in the summer of 2015. They will receive a percentage of the evening take. Paul will follow up on this.

Commissioner Recruiting: This is an ongoing job.

New Business

Chaperone Planning for 2015 Delegation:

Student Recruiting for 2015 Delegation: Karyn can hand deliver information to middle schools when it is available.

Local Correspondence: None.

Next Meeting: November 24, 2014

Adjournment: ?