

Edmonds Sister City Commission

Meeting Date: December 15, 2014

Call to Order: The meeting was called to order at 7:10pm

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 Michelle Fellows	Pos. 9 open
Pos. 10 Karyn Heinekin	Pos. 11 open	Pos. 12 Paul Anderson
Student Rep. Michelle Rockstead		

Commissioners Absent: Michelle Rockstead, Karyn Heinekin (excused)

Staff Liaison: Carolyn LaFave

Guests / Public Comment: none

Agenda: moved and seconded

Minutes: Minutes for November approved

Treasurer's Report:

- Current balances are private fund \$530.70, public fund \$829.19.
- The city council approved the matching grant. The commission will receive \$500 to match the Lanning family donation. Carolyn wrote a letter to the council stating that funds would be used for some or all of the following: education program, transportation, cultural programs for grade schools, membership costs for Sister Cities International.

Chair's Report: Michelle will give Carolyn copies of all previous agendas.

PR Report: Michele F applied for the lobby display case at the Edmonds Library.

Staff Report:

- We received a Christmas card from the Seattle Japanese Consulate.
- Noriko Tseng was interviewed for a commissioner position.

Student Representative Report: none

Official Correspondence: Iyoko received a letter from Isigashi-san regarding the AET position (see AET in Old Business).

Old Business

Cultural Event:

- Carolyn shared that there are rules about how any private and public funds received by the city are spent. The money cannot be spent on food, beverage or gifts.
- Pam said that the estimated costs for the Arista event would be: \$300 room rental, \$50 PR (postcards and postage). The commission approved \$400 by a vote with 5 in favor, 2 opposed.
- Marlene proposed an idea that we not consider this a fundraiser in any way but instead a means of increasing awareness of the Commission and its purpose. We will not provide food or do any auction but instead ask Arista to host the event with the sake tasting and if there are funds above their costs, they could donate them to ESCC. Pam will look into this option.
- There was discussion as to how we will go forward in the future with the budget criteria. We discussed being a non-profit. Carolyn is going to spend some time with the city's financial director regarding our options.

Chaperone Planning for 2015: No applications have been received at this time. The deadline will be extended to 12/30/14.

Student Recruiting for 2015: Nothing at this time.

Fund raising: We are planning to go ahead with the Red Onion fundraiser, but because of the use of funds limitations, we will wait to see what the Finance Director recommends. It is important that we are able to use the money the students raise toward their costs for the trip.

AET Planning Update:

- The letter received contained updated information as to the requirements set by Hekinan. They include that they want a certificated teacher with ESL experience; good character; mature personality; professional appearance; ability to work with junior high students; age preferred 30-45 years old; enthusiastic; able to teach American culture; Edmonds resident or nearby community; ability to converse in Japanese language.
- Iyoko explained the past history of the AET relationship.

New Business:

Commissioner Recruiting: Noriko Tseng was approved for a commissioner position and a meeting with the Mayor and confirmation from the City Council will be set up as soon as possible after the holidays.

Next Meeting: January 26, 2015

Adjournment: 8:14pm