

Edmonds Sister City Commission

Meeting Date: February 23, 2015

Call to Order: The meeting was called to order at 7:00 pm

Attendance:

Pos. 1 open	Pos. 2 open	Pos. 3 Pamela Erickson
Pos. 4 Marlene Friend	Pos. 5 Noriko Tseng	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: Noriko Tseng (excused)

Staff Liaison: Carolyn LaFave

Guests / Public Comment: Welcome to Alicia Crank

Agenda: moved and seconded

Minutes: Minutes for January amended by Carolyn and approved

Treasurer's Report:

- Current balances are private funds-\$671.08, public funds \$1031.09.
- The \$5000 won't officially transfer to the commission until June. However, if there is a need to access it, it can be arranged.
- Carolyn will prepare a year end financial summary and email it to everyone.

Chair's Report: Pam presented a thank you card for Michelle Van Tassel for everyone to sign.

PR Report:

- Michele F has put information into Blue City monthly, Edmonds Beacon, My Edmonds News
- Carolyn reminded everyone that we should not publish anything that has not been vetted by her first.
- The job description for AET is ready to post.

Staff Report:

Student Representative Report: Michelle R will update the bookmarks that we give to the Hekinan students. She may send them ahead of their visit so they may access some of the suggested websites.

Official Correspondence: Iyoko has emailed with Ishigashi-san regarding the requirements for the AET position. There is no longer mention of age limit and the language proficiency is no longer required.

Old Business

Cultural Event: No update

Chaperone Planning for 2015:

- We had six applicants. Five were interviewed.
- Robert Allen was chosen to go to Hekinan as chaperone. He is a teacher at Madrona. If we have 10+ students, Karyn will go as the second chaperone.
- Carolyn will send out letters to all the applicants.
- Michele F will call Robert to offer the position.

Student Recruiting for 2015:

- Emails have been sent to language teachers, counselors.
- We received a new application today. The total received to date is seven.

Fund raising: No discussion

AET Planning Update: Iyoko is in email contact with Hekinan. Michele F has the job description ready. After Carolyn checks it, it will be posted.

New Business

Commissioner Recruiting:

- Pam and Karyn interviewed Alicia Crank. They are recommending her for the position of commissioner. She was present at the meeting. After a short discussion, she left the room and the commissioners voted unanimously to recommend her and to make arrangements for her to meet with the Mayor.
- We have a new application for commissioner from Patrick Sweeny. He will be interviewed by Iyoko, Paul and Marlene on Monday, March 9, 2015 at 6pm.

Next Meeting: March 23, 2015

Adjournment: 7:48 pm