

# Edmonds Sister City Commission

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**Commissioners:** 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 Michele Fellows                      Pos. 9 OPEN  
Pos. 10 Karyn Heinekin                      Pos. 11 OPEN                      Pos. 12 Paul Anderson  
Student Rep. Michelle Rockstead

**Staff:** Carolyn LaFave

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## January 26, 2015 Meeting Minutes

**Call to Order:** The meeting was called to order at 7:05pm

**Attendance:** Michelle Rockstead, unexcused absence

**Welcome Guests / Public Comment:**

**Administration:**

- **Approve/Amend Agenda:** moved and seconded with no amendments
- **Approve/Amend Minutes:** Minutes for December approved with no amendments
- **Treasurer's Report:**
  - Current balances are private fund - \$530.70, public fund - \$829.19.
  - The \$500 matching grant money will go into the public funds.
  - The \$5000 budget package from the city was approved after Carolyn presented it. She also spoke with the city finance director regarding the use of our funds. He said that all money that goes through the city are bound to public rules.
  - Carolyn spoke also with the finance assistant. He said that private funds can be spent on hosting activities, gifts, transportation, etc.
- **Chair's Report:** Pam had nothing to report at this time.
- **PR Report:** Michele F. will send an update by email.
- **Staff Report:** Hekinian Sister City sent us some copies of their student exchange program booklets.
- **Student Representative Report:** none
- **Official Correspondence:** January 25, 2015 email received by Iyoko Okano from Hekinian Sister City Association regarding tentative 2015 student exchange travel dates: Edmonds students to travel to Hekinian 7/21/15 – 8/3/15 and Hekinian students to travel to Edmonds 8/6/15 – 8/19/15.

**Old Business:**

- **Cultural Event:** Pam talked with Ruth Arista and because of the change in our plans we will have to submit a new proposal to her.
- **Chaperone Planning for 2015:**
  - We have received six applications.
  - There was discussion as to whether a person who has chaperoned before should be considered along with the new applicants.
  - We will not need two chaperones unless we have a minimum of 10 students.
  - Paul, Iyoko and Michele F. will do interviews and make a decision by February 16.

- **Student Recruiting for 2015:**
  - At this time, only four applications have been received. The deadline is Friday, January 30.
  - A decision was made to extend the deadline to February 27.
  - Karyn will call some schools, Carolyn will get posters updated and printed for Commissioners to distribute to schools.
  - There was discussion to go to schools to distribute information and possibly to PTA meetings.
- **Fundraising:**
  - We are planning to have the Red Onion fundraiser.
- **AET Planning Update:**
  - An email was sent to Hekinian addressing concerns about the requirements for AET.
  - We need to step up our recruiting and post announcements at colleges, school districts, SPU, community colleges, churches, Edmonds Beacon want ads.
  - Iyoko, Michele and Noriko will be working on this.

**New Business:**

- **Committee Planning:**
  - Michele updated and reformatted the planning calendar. She would like us to look at it and make comments for the next meeting.
- **Commissioner Recruiting:**
  - We have a new commissioner application from Alicia Crank. Pam and Karyn will set up a time for interviewing her.

**Announcements:** Karyn stated that she had started a penpal program with Kumiko's class.

**Next Meeting:** February 23, 2015

**Adjournment:** 8:06pm