

Edmonds Sister City Commission

Meeting Date: September 23rd, 2013

Call to Order: The meeting was called to order at 7:06pm

Attendance:

Pos. 1 Michelle Van Tassell	Pos. 2 Ray Olitt	Pos. 3
Pos. 4 Marlene Friend	Pos. 5 Kay Vreeland	Pos. 6 Rita Ikeda
Pos. 7 Iyoko Okano	Pos. 8 Kody McConnell	Pos. 9 Joseph Fletcher
Pos. 10 Beth Fuhriman	Pos. 11 Jill Van Berkom	Pos. 12 Paul Anderson
Student Rep. Michelle Rockstead		

Commissioners Absent: Michelle Rockstead (excused)

Staff Liaison: Carolyn LaFave

Guests / Public Comment: Jeanne Mazzoni (Representing Friend of the Sister City), Chris Rockstead

Agenda: Group agreed to move the Anniversary Planning Committee Update to be the first item on the agenda.

Minutes: Secretary could not be physically present at the meeting and the minutes were not discussed.

Treasurer's report: Kody provided a new document detailing all expenses which total \$18,037.82. This document will be included in the minutes. Some concern was expressed that our funds will largely be depleted after this. The group moved forward with a motion to approve a budget of \$18,050.00. This motion was carried by the group.

Correspondence: If there are groups or individuals that require a 'thank you' letter, please submit their contact information to Kay.

Committee Reports:

Chair's Report:

Michelle reported that the host family search is complete. All delegates are hosted . Orientation will be held at 7PM on October 6th in the Brackett Room. There, we will take photos of all the host families to share with the Hekinan delegates.

PR Report:

Kay reports that we are talking with the Edmonds theater to display welcome messages on their marquee. The cost will be \$10~\$20/day.

Staff Report:

- Carolyn reports that the Mayor's newsletter will contain information about the events, how to get involved and news about the AET.
- One school has responded to the invitation to the cultural fair. They may be bringing 150 people.

Student Representative Report

Michelle did not attend. No report was given.

Old Business:

Delegation from Hekinan

Day 1 Group: Charter bus forms are in house and need to be signed and confirmed tomorrow. Hotel is secured. Carolyn is meeting with the hotel management to establish the logistics for the Mayor's welcome. Budget target is less than \$500. Activities may include a trip to the 'Cheese Monger's store'. Host families are to be invited to the proclamation only. Carolyn continues to seek feedback on the proclamation.

Day 2 Group: Contract is signed with ECA. Brewing arrangements are proposed and are requirements are mostly taken care of. Price breakdown comes down to ~\$1.95/beer. Recommendation is 1 batch and other beverage purchase at Costco. Jill will do further checking on the label costs. We make reserve 1 bottle per guest for a keepsake.

Day 3 Group: Parking for senior center vans - \$0. Seattle Center / Chihuly exhibit - \$1300. Art Festival Foundation may donate candy to be handed out. Host families are invited but must pay their own way.

Day 4 Group: Edmonds tour arrangements are well set. Arrangements with Las Brisas are pending. The program for the Friendship dinner is to be developed by Joseph & Beth.

Day 5 Group: Boeing tour arrangements have been finalized. 50 people will be submitted as tour number. The tour will be followed by a trip to the outlet mall and casino.

Day 6 Group: Rita & Michelle are continuing to work out the details (catered Mediterranean) for this evening's dinner with a target number of 20 persons.

Departure Day: No updates.

Membership - No update was given

AET Update: No update

25-Year Anniversary Planning:

Volunteer

Beth will record any volunteer activity.

Host Families

Host family Orientation is scheduled for October 6th at 7pm in the Brackett room. Joseph will be primarily responsible for the orientation.

PR/Marketing/Funding - no update was given.

Transportation - Covered in the delegation update.

New Business:

Review of Five-Year Plan

No update.

Membership Drive

No update.

Farmer's Market

No update.

ECA Oct 30th Event - Covered in the delegation update.

Oct 2013 Art Walk : No update

2014 Student Delegation

- Jill reports that some schools are terminating their Japanese language programs after next year.
- All are asked to think about ways to attract students into the program and to overcome the factors of costs (on our side) and host family participation (for Hekinan students).

Items Tabled

Announcements:

Next Meeting: October 28th, 2013

Adjournment: 9:15