



EDMONDS SISTER CITY COMMISSION



Meeting date: April 25, 2016

Pos. 1:	Pos. 2: Patrick Sweeney	Pos. 3: Pam Erickson
Pos. 4: Marlene Friend	Pos. 5:	Pos. 6: Rita Ikeda
Pos. 7: Iyoko Okano	Pos. 8: Michele Fellows	Pos. 9:
Pos. 10: Karyn Heinekin	Pos. 11:	Pos. 12:

Student Representative:

Call to Order

The meeting was called to order at 7:10 pm.

Attendance

Commissioners present: Iyoko Okano, Karyn Heinekin, Patrick Sweeney, Rita Ikeda, Michele Fellows

Commissioners absent: Excused - Marlene Friend, Pam Erickson

Staff Liaison: Carolyn LaFave

Welcome guests/Public comment: No guests

Administration

Approve/Amend Agenda - Karyn moved to approve the agenda. Patrick seconded. Motion passed.

Approve/Amend minutes - Rita moved to approve the minutes. Karyn seconded. Motion passed.

Public Relations –Promotion of the Red Onion event will mostly be word of mouth. Michele will email everyone some verbiage they can forward to friends and family. A proof of a Sister City banner is expected tomorrow. Next we will be recruiting commissioners. Michele passed out the expectations sheet. Carolyn will update the website so spread the word! Karyn will follow up with two of the chaperone applicants. Rita suggested reaching out to previous Commissioners.

Staff Report – Jaymi is returning this month due to health issues. She may be able to go back to work until July, but may also not be able to return. Carolyn has contacted Linda Phan who is still interested in the position. Hekinian officials are very understanding about the situation. The deposits from the delegates have been deposited in the amount of \$2800. Alicia Crank has resigned from the Commission due to other obligations.

Official Correspondence – The correspondence has been related to the ALT position.

Old Business

Red Onion Fundraiser on May 3 – All eight students and Anita will be working the event. Karyn will bring a donation bucket in case we have enough people to solicit donations at Albertsons.

Student Orientations

Karyn reported the first orientation went well. After a general overview, the kids met with the chaperones while the commissioners reviewed information with the parents. Karyn and Anita are working to plan the next one. As this group is pretty quiet, they are organizing activities and ice breakers to make the kids more comfortable. They are also looking for ideas of items to put in gift bags. The next orientation is May 17th at 6:30 pm in the Brackett Room at City Hall. Karyn will check on having a notary present. Commissioners who haven't attend one yet should attend.

New Business

Itinerary Planning

The group agreed to replace the Fremont day with a casual beach/pool party and evening Mariners game. The other days would be similar to last year:

- Edmonds Kind of Day
- Burke Museum/UW with canoeing
- Downtown Seattle
- Farewell Dinner prep/Taste
- Padilla Bay with Deception Pass and outlets

Carolyn will work on dates for the specific activities. We will discuss responsibilities for the various days at the next meeting. Karyn will follow up with Marlene regarding art projects.

Mailing List

We passed around a draft mailing list of people who have been involved with the Commission so we can inform them of upcoming events. If you know of someone who should be included, please send their information to Michele.

Announcements - None

Next Meeting

May 23, 2016, Room 113 at Frances Anderson Center, 7:00 pm.

Adjourn

Meeting was adjourned at 8:00 pm.