

# Edmonds Sister City Commission

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**Meeting Date:** April 22, 2013

**Call to Order:** The meeting was called to order at 7:07 PM

**Attendance:**

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

Student Representative: Michelle Rockstead

**Commissioners Absent:** Marlene Friend (unexcused), Yoshitaka Inoue (unexcused)

**Staff Liaison:** Carolyn LaFave

**Guests:** Sarah Yamashita, AET applicant

**Agenda:** The Agenda was approved.

**Minutes:** The Minutes from March 2012 through February 2013 have been published on the City website. Minutes from March 2013 were approved as amended.

**Treasurer's Report:** Kody reported in an earlier email the disappointing letter from the Hubbard Family Foundation. He also reported that the grant application to the Hazel Miller Foundation is ready to go. He asked for a firm timeline and amount for the request. August 1<sup>st</sup> was decided upon. Kody asked if there were any outstanding reimbursement requests. Marlene had an item – however this reimbursement has not been formally requested and will not be processed. Kody also reported some contact with the City of Edmonds regarding the display of a banner possibly recognizing the support of the Hazel Miller Foundation should they choose to support us. Jill and Kody will work on a banner design mock-up for the 25<sup>th</sup> Anniversary banner. Kody also reports that the banner signage locations may have previously been allocated to other organizations.

**Correspondence:** There was no current correspondence.

## **Committee Reports:**

**Chair's Report:** As a prelude, Michelle mentioned that the Commission will have a busy year and would appreciate regular attendance and 'all hands on deck' this year. There was some question as to the number of absences during the previous months by Kody. Kay moved that Kody's absences be retroactively shown as Excused by the Commission. The motion passed.

**PR Report:** Kay reported a huge spike in ESCC PR response during the Mayor's Delegation visit to Hekinian and provided a handout describing details of the activity. Ray suggested an effort be made to provide some photos and stories to Pat Ratliff of the Edmonds Beacon.

**Staff Report:** Carolyn reported that there is an effort underway to provide City of Edmonds email addresses to each of the Commissioners for use on Commission-related work. This is due to the small possibility that a public records request may require exposition of the email account.

Student Representative Report: Michelle Rockstead reported some contact with former host families via Facebook.

**Old Business: Mayor's Delegation to Hekinan:** Michelle and Beth met with the Mayor in a debriefing. Beth was asked to express her experience and posed the questions that we might use at the April 25<sup>th</sup> debriefing:

- "What surprised you about the trip?"
- "What will you remember about the trip?"
- "Did I meet people in Hekinan that I plan to stay in touch with?"
- "What can Edmonds learn from Hekinan?"

Some discussion ensued regarding the best way to encourage and record the contribution of the delegation to our host efforts. It was decided that there should be 3 posters recording the types of donations people are willing to offer. Contributions for financial donations may be recorded in a more private way. For this meeting, Kody made a motion that up to \$75 be allowed for refreshments and this motion was passed.

Iyoko reported that the Edmonds' Floretum Garden Club member was able to meet with three garden clubs in Hekinan. Several other municipal groups were able to meet with their counterparts in Hekinan. These included meetings with the Board of Education, Chamber of Commerce, Arts Commission and the hospital as well.

**AET Update:** 17 applications have been received for the AET position. Michelle asked that a small committee be created with at least 2 members who are outside of the commission. Members of the group made several suggestions to Michelle about who to recruit to the interview committee. Rita outlined the process briefly. The timeline dictates that the candidate be selected by May. Interviews should begin to take place in the beginning of May. Paul will chair the committee.

**25-Year Anniversary Planning:** Iyoko, Michelle and Rita presented a barrage of ideas subdividing the activities of the weeklong event. The proposed dates are from Oct 25<sup>th</sup> ~ Nov 1<sup>st</sup> or Oct 28<sup>th</sup> ~ Nov 4<sup>th</sup> which would be a 7-day program. Rita will be working on a skeleton program and will send it out to the group. Michelle asks that we commit to one project that has 'teeth' and that having many Commissioners on a project makes work easier for all.

**Farmer's Market:** The market will be starting soon. Jill made some suggestions on an interactive prop to be used at the market that will draw some attention. A photo-op cutout was suggested and Michelle asked if Jill, Marlene & Michelle R. can work on this project.

**ESCC Brochure:** Jill proposed moving forward with the printing and researched printing companies online. 500-count was the minimum. Jill's motion was seconded by Beth and passed.

**Review of the Five-Year Plan:** Tabled

**New Business:** None

**Announcements:** 17th Annual Seattle Sister Cities Reception May 9, 2013  
Japanese ghost stories night – Saturday April 27<sup>th</sup> at Otherworlds, Edmonds

**Tabled:** Ray's request for looking for an instructor for CRI and the Review of the Five-year Plan were tabled.

**Next Meeting:** Monday, May 20<sup>th</sup>

**Adjournment:**