

Edmonds Sister City Commission

Meeting Date: February 22, 2016

Pos. 1 Alicia Crank

Pos. 2 Patrick Sweeney

Pos. 3 Pamela Erickson

Pos. 4 Marlene Friend

Pos. 5

Pos. 6 Rita Bailey Ikeda

Pos. 7 Iyoko Okano

Pos. 8 Michele Fellows

Pos. 9 OPEN

Pos. 10 Karyn Heinekin

Pos. 11 OPEN

Pos. 12

Student Representative:

Commissioners Absent: Alicia Crank (Ex), Iyoko Okano (Ex), Rita Ikeda (Ex)

Staff Liaison: Carolyn LaFave

Call to Order: 7:00pm

Guests: Chaperone candidates: Meghan Maves-Watson, Anita Kotik

Agenda: moved and seconded

Minutes: moved and seconded

Treasurer's Report: The public fund is currently \$3254.53 + \$5000 from city; private holds \$530.10

Chair's Report:

- Discussion regarding having a protocol for displaying sister city items in display cases. If the high schools have a secure display case, then we can provide items. We won't be doing Mountlake Terrace HS this year.
- Carolyn is meeting with Francis Chapin to organize and inventory the room where our items are stored.
- Other items discussed were to start our school visits/talks in November; set up displays in January; talk at PTA meetings as well as to student groups.

PR Report:

- Michele set up the Edmonds Public Library display.
- Michele would like to purchase a new sign/banner for student recruitment to put in the display case. Cost would be about \$64.
- Need to contact Edmonds News, school district and put a reminder in for application deadline.
- We should plan to send more press releases out in the fall.
- We need to start booking visit dates in September.

- We should use the student emails from the applications to send out more information and follow-up, reminding them of deadlines and the website.
- The students should have a take away information sheet/bookmark. Possibly a QR code in the future.

Student Report: none

Correspondence: none

Old Business:

- **Chaperone Candidates for 2016:** The committee discussed the candidates and how we would proceed once the interviews were complete. We will hold applications of those not selected and contact them next year to see if they are still interested.
- **Student recruiting for 2016 Delegation:** See chair's report above
- **Elementary Classroom Visits:** Marlene will be visiting Karyn's classroom this month.
- **Election results:** Pam Erickson/Chair; Michele Fellows/Vice-Chair; Marlene Friend /Secretary

New Business:

- **Student Interviews:**
 - We will begin setting up interviews in March. However, we decided to extend the deadline to March 23 so that we can recruit more students. The application deadline needs to be updated online and a press release sent out. Carolyn will send the PR to the schools.
 - Marlene suggested that next year maybe we get permission to visit the staff lounge during lunch and bring goodies and information.
 - We will need to wait until after the interviews to start the orientations.
- **Fundraiser for May 3rd at Red Onion:** Discussion

Next Meeting: 7:00pm, March 28, 2016 at Frances Anderson Center Room 302. (NOTE ROOM CHANGE!)

Adjournment: 8:10pm