

# Edmonds Sister City Commission

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**Meeting Date:** December 17<sup>th</sup>, 2012 – Meeting Minutes

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

**Commissioners not in Attendance:** Kay Vreeland

**Staff:** Carolyn LaFave

**Call to order:** The meeting was called to order at 7:16pm. The invited guest from the Edmonds Beacon could not attend. There were no guests for citizen input. The meeting agenda was not modified.

**Minutes:** The minutes from the previous meeting were accepted and approved by the body though there was a request that a demonstration be given on how to access the minutes on the Google Drive site. Finding an easy way for the Commissioners to access the document, the secretary will fall back to emailing Word documents to the members. Additionally, the login and password were given to the Commissioners wishing to directly access the account.

**Treasurer's report:** Kody distributed copies of the current treasurer's report to the members in attendance showing the current financial state of the Commission. The report will be archived. Kody also informed the members that he created and submitted a grant application to the Hubbard Family Foundation on behalf of the Commission. The reported purpose of the grant was to provide scholarships for students who need financial support.

**Correspondence:** Carolyn related her correspondence from Mr. Nagasaki regarding the dates set for the adult delegation. Iyoko communicated with Mr. Suzuki from the Hekinan Board of Education. The information and materials concerning the AET position have been forwarded to Yoshi as chairman.

## **Old business:**

### Adult Delegation Update

Michelle reported that the invitation list has been forwarded to Carolyn who has sent it as an email dispatch already. Carolyn will again make the distribution next week. Information night will be held on Wednesday, January 9<sup>th</sup> in the Brackett Room from 7–8pm. The presentation will need to be prepared with the When, Where and What-to-expect questions. A sub-committee was formed with participants Rita, Joseph, Iyoko, Michelle and Jill. Suggestions were made that the presentation includes a slide show

of some past delegation activity and an information sheet with all the travel details from the presentation.

#### Student Representative

Carolyn made changes to the form and sent it to the Commission. Once Kay completes a press release, Carolyn will update the website hosting the request.

#### Pamphlet

Jill had provided copies of the pamphlet last meeting but was not present for the review. This week there was considerable feedback ranging from the title and purpose of the information pamphlet to the necessity for the inclusion of the Commissioner names. Jill recorded some feedback to be incorporated however, eventually a sub-committee was formed to review the document in preparation for the January meeting. The review members are Ray, Joseph and Beth. The final changes are to be submitted to Jill for layout.

#### Library Lobby/Senior Center Displays

Beth submitted the application to the library for the timeframe chosen by the group. The chosen timeframe is October of 2013.

#### Doll Making Class

Postponed until after January.

#### Delegation News

#### AET Recruit

Iyoko received a formal request and documentation from Hekinan regarding their effort to replace the current Assistant English Teacher (AET), Lindsay Donahue. She must be replaced by the end of August, 2013. Recruitment efforts will begin in January. Iyoko listed a number of job advertisement channels that were used in the past and that we plan to utilize in this search. It was noted that due to the strength of the Japanese Yen, the salary is considerable when converted to US Dollars. It was suggested that a separate team commit to the interview process and a discussion followed concerning the application due date.

#### **New Business:**

### Adult Delegation Gift

Michelle brought some scanned copies of artwork from a local artist who may be selected to create an original work for the adult delegation gift to Hekinan. Andy Eccleshall's work featured landscapes with northwest lakes and mountain scenes. He also created some historical 'main street' type painting that the group liked. In the end, the group decided to request that Mr. Eccelshall create a work showcasing the scenery that a visitor might encounter on a beautiful day in and around downtown Edmonds. No further guidance will be given to allow for artistic expression.

### Retreat 2013

Yoshi and Michelle are continuing to consider options for the retreat taking place in January. A suggestion of a Saturday morning showcased the difficulty in finding a time that suits everyone in the group. Yoshi will send a Doodle calendar request in hopes of finding a consensus.

### Other I

Paul Anderson is to be interviewed and confirmed by the Edmonds City Council on Tuesday, December 18<sup>th</sup>.

### Other II

An invitation will be extended to Mr. Ratliff from the Edmonds Beacon once it is decided whether the January meeting will be held in tandem with the retreat or as a separate meeting.

### **Tabled:**

**Next Meeting:** January 28th, 7 to 9PM – Edmonds City Hall.

**Adjournment:** 8:40PM