



Japanese Sister City Committee Minutes

January 8, 2025 6:00 PM

<https://teams.live.com/join/9340514050895?p=vw2IOl4Er0PfvjEu>

ROLL CALL/CALL TO ORDER

- A. The meeting was called to order at 6:09 pm
- B. Attendance: Katie Gall (Secretary), Cassy Pallo (Chair), Jeannae Segura Brown (Historian), Dustin Henrich (Vice Chair), Chad Whisenunt, Patric Koon, Sabastian Gonzalez, and Kristy DeMeyer (Treasurer)

APPROVE PRIOR MINUTES

- A. *Kristy moved to approve the December 2024 minutes and Dustin seconded.*
 - 1. *The motion passed with unanimous approval of committee members in attendance by show of hands.*

ANNOUNCEMENTS, IF ANY

- A. N/A

ANNOUNCE SLATE OF OFFICERS FOR UPCOMING ELECTION. VOTE WILL BE IN FEBRUARY.

- A. Dustin – Chair
- B. Danijela – Vice Chair
- C. Chad – Treasurer

- D. Katie – Secretary
- E. Sabastian – Historian

ACCEPT ADDITIONAL CANDIDATE DECLARATIONS, IF ANY

- A. N/A

STUDENT DELEGATE UPDATE

- A. Payments have been made by all delegates. Patric will be meeting with them on Monday and provide the payment schedule. Payments need to be completed by May 1st. The total amount this year is \$2500. Payments will be due January, February, March, and April (last day of each month).

PRESENT TICKET PURCHASE OPTIONS (TRAVEL AGENT, INDEPENDENT PURCHASE) AND DISCUSS.

A. Select preferred option by voice vote B. Approve down payment or total expenditure amount, as appropriate and authorize treasurer to proceed with payment/expenditure

- A. We can only purchase nine at a time; a travel agent can purchase more. Tickets prices will be no lower than \$1800. Cassy recommends, based on her research, that we utilize a travel agent and believes it might be closer to \$2500/ticket. Kristy confirmed that is the price we paid last year as well. With a travel agent, we can make a down payment instead of paying everything upfront. Dates are June 5th – June 20th (arrive in Japan on June 6th).
- B. Kristy advised that we only have around \$2800 in our checking account and if we are required to pay more than that, we will need to request a transfer from Truman Heartland Foundation. \$18,911 was spent on tickets last year in 2024 and the deposit was \$3000 which was paid in December of 2023.
- C. *Jeannae moved to authorize a transfer of funds from Truman Heartland Foundation into our checking account for \$10,000 for operating expenses to include tickets deposit, Matsuri Festival, and hosting activities.*
 - 1. *Dustin seconded. The committee showed unanimous approval with a show of hands.*
- D. Our Truman Heartland Account is set up to be able to accept donations (tax deductible). Our Truman Heartland balance includes money we raised through fundraising campaigns (some is set aside for garden upgrades/maintenance). As a side note, we should do some fundraising to bolster our funds.
- E. *Kristy moved to approve utilization of a travel agent if their quote includes tickets at \$2000 or less per ticket. If the quote comes back higher than that, the committee should investigate further options.*
 - 1. *Jeannae seconded and the motion carried with unanimous approval by committee members in attendance with a show of hands.*

MATSURI UPDATE

- A. May 3rd and 10th are available and the representative at the City said they are charging for all events this year. We will ask Kim Osborne if that is the case or if our facility rental fees can be waived. If they cannot, we will probably lose money on the event. Meanwhile, the City is preparing a quote (we have paid the staffing fee in the past which is less than \$100). Cassy reserved May 3rd and we will have access to the space from 3:30-10 pm and the festival hours will be 4:30-8:30 pm.

ITEMS FROM THE FLOOR

- A. Dustin spoke with Tracie Whiting Kipper regarding culture and language classes. She said she is willing to look over the curriculum based on our feedback and make some changes as requested. For dates/times, she isn't available Tuesdays and Thursdays and her preference is Monday or Wednesday evening at 6pm. For the set-up based on last year, the cost is \$900 (two equal payments) and students will need a book or two as well. Classes are weekly from February – May.
 - 1. The general feedback was that the cost is a large amount of money when our funds are limited. Chad did say that last year, the classes were a bit more in-depth than the students could absorb in that timeframe.
- 1. As an alternative, Dustin is open to providing a condensed course to provide some conversational tips plus cultural lessons. Patric also said that Duolingo has been really helpful to him, and we can recommend the delegates utilize that resource in preparation. Jeannae recommended going back to Tracie to see if she can meet our needs. Patric said that the Van Horn students are really excited and have been asking about the language classes; interest is high. He'll learn more on Monday from the rest of the students. Chad will be attending the meeting too.
- 2. Cassy recommended, based on experience, that we outsource the classes, and we should provide a foundation because trying to prep them on our own as a committee is too ambitious.
- 3. Dustin will go back to Tracie and ask if she can provide a quote for 4-5 or more in-person classes more along the lines of what she provided years ago with games and activities introducing basic phrases and language skills they will most need on the trip. Patric said he can rent a room at Van Horn for no charge.
 - 1. In addition, Cassy, Dustin, and Sabastian can each attend a meeting to speak on topics they are most equipped to teach.

ITEMS FOR NEXT MONTH'S AGENDA

- A. N/A

ADJOURN

A. Dustin moved to adjourn and Jeannae seconded at 7:08 pm

NEXT MEETING: WEDNESDAY, FEBRUARY 5TH, 2025

next meeting: Wednesday, February 12th, 2025