

Japanese Sister City Committee Meeting

Teams Meeting Wednesday, May 8th, 2024, 6:00-7:00PM
<https://teams.live.com/meet/9340514050895?p=vw2IOl4ErOPfvjEu>

- I. Roll Call/Call to Order
 - A. Called at 6:08pm
 - B. Attendees
 - 1. Jeannae Segura Brown
 - 2. Chad Whisenhunt
 - 3. Daniela Book
 - 4. Dustin Henrich
 - 5. Cassy Pallo
 - 6. Kristy DeMeyer
- II. Approve April minutes
 - A. Jeannae motioned to approve.
 - B. Dustin seconded.
 - C. All members present approved.
- III. Festival Review and discussion
 - A. \$1,200 was we made. Not including \$200 from JETAA or Katie's reimbursement.
 - B. The delegation made \$571 at their table.
 - C. \$934 ticket presales
 - D. 275 drinks served.
 - E. Still need to reimburse Katie for supplies.
 - F. JETAA still needs to send the \$200 check.
 - G. Three Trails Taiko needs to send us an invoice so we can pay them.
 - H. Dustin to check with food trucks to see how they did and document how we did the layout indoors.
 - I. It would be good to have two shifts at the food, drinks and ticket table.
 - J. Maybe move the festival to Saturday evening
 - K. Build up vendors (Naka-kon, gotchapon machines, etc)
- IV. Exchange Update
 - A. One student had a family emergency, so a student requested to depart later. Higashimurayama approved it. Waiting on the travel agent to process the change.
 - B. The travel agent will send the invoice to Kristy. Kristy will send that to the student's family. Then Kristy will help the family file the claim to the insurance to be reimbursed.
 - C. We need to get a letter from the mayor, from us, and a gift from the committee.
 - 1. Dustin to talk to Kim Osborne in getting a letter from the mayor addressed to the mayor of Higashimurayama.
 - 2. We need a letter to their committee from our committee with general updates. Include city hall changes, garden update, Glendale update about the principal, Jared H passing, and how the festival is doing. Dustin will take care of this.

3. Dustin to get a flag from the city to gift to Higashimurayama and/or tourism stuff.
 - D. Cassy needs to give Chad Higashimurayama committee contact information.
 - E. Chad is finishing classes. Tracie is helping the kids make digital books to present. Presentation practice is going well. Passports are squared away.
 - F. Chad needs to make a script of his speech.
 - G. Students are recommended to bring masks, just in case.
 - H. Kristy and Dustin will be planning a food night for the kids so they can become familiar with Japanese food.
- V. Preliminary planning for Higashimurayama delegation visit (schedule subcommittee meetings if applicable.)
- A. We need to plan activities and recruiting.
 1. Daniela and Kristy to pre-plan Japanese student plans.
 2. Dustin to send old KC Day plans.
 3. Dustin will include mayors banquet details in the initial email above.
 - B. Jeannae to call/talk to families she has collected to find out if they're interested in hosting delegates from Japan. She knows four families.
 - C. We need 10 families.
 - D. Cassy to send the QR code to alumni to fill out the form to become host families and reach out to American delegate families to host (and/or those that interviewed and would have been a good fit but didn't make it in due to space).
- VI. Items from the floor
- A. Japanese garden
 1. Dustin presented Japanese garden designs.
 2. Jeannae motioned to approve the garden design as is with the idea that there could be changes as Dustin presents the plan to the city manager and the mayor's office.
- VII. Accept topics for June meeting
- A. Kristy and Daniela to present plans for when delegates from Japan arrive.
- VIII. Adjourn

Next Meeting: June 12th, 2024