

Japan Sister City Committee – May 2026 Meeting Minutes

Members Present: Dustin Henrich, Kim Osborne, Patric Koon, Chad Whisenhunt, Danijela Book, Sebastian Gonzalez, Laura Seigfield

Approval of Previous Minutes

- Laura motioned
 - Danijela second
 - All approved
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American Student Exchange Updates

- Last meetings are 23rd and 30th (with parents)
 - All paperwork has been signed
 - Instructions have been given to parents
 - Luggage, cell phone usage, etc
 - These instructions will be covered on the 30th
 - Culture/Language lessons finished with Tracie and Miho
 - In July, Danijela will have a report with suggestions, improvements, etc that need to be addressed.
 - Last payment of \$300 will be made on 5/23rd. Some paying by check. Danijela will meet with Chad to deliver payment.
 - Danijela needs reimbursement for a few things.
 - GoFundMe and CashApp funds for students will be divided equally among students.
 - Jeannae will provide elementary school kids crafts to Danijela for HIFA and is working with Indep Tourism Department
 - Can we have help from Kim from the tourism department?
 - Allison with with Visit Independence
 - Kim can get some pins
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Host Family Recruitment

- Need to visit Tiffany's family
- Japanese delegates should be assigned to families prior to American students leaving
- We need a family to host two students if possible.

Action Items

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501(c)(3) Status

- IRS has not assigned a reviewer yet to our 501c3 application
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 - Missouri Arts Council sponsors our festival maybe?
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Japanese Market Day

- CashApp funds raised: \$157 raised before transaction limit hit
 - Patric transferred 95 and 72 dollars to Chad.
 - Organization challenges led to not as much raised
 - Potentially leadership assignments need to be adjusted
 - Next year there will be an official Japanese language school club
 - They will communicate with JSCC and have monthly meetings and agendas.
 - A student's parent emailed Dustin stating a student would be reimbursed.
 - Dustin forwarded the email to Patric for review
 - Patric says the student said they did not spend any funds
 - Patric states the student says he gave receipts, but no one has received receipts
 - Patric called the parent to discuss.
 - Parent feels upset with JSCC in general communication
 - Danijela has been communicating frequently
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Sub-Committee Structure

- Danijela and Dustin will assign sub-committee roles with monthly responsibilities.
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Adjournment

The meeting adjourned.

June 4th - June 19th