

Topic: Sister Cities Committee Zoom & In-Person Meeting

Time: Sep 8, 2021 04:45 PM, Community Auditorium, 1915 Main St.

Join Zoom Meeting

<https://us06web.zoom.us/j/82892201593?pwd=MFAXSWg1SjA0YnFweIFzTDJHVVNldz09>

Meeting ID: **828 9220 1593**

Passcode: **09082021**

Agenda 9/8/2021

1. Call to Order: (do we have a quorum)
2. Additions/Deletions:
3. Approval of Minutes:
4. Financial Report: **Doreen**
5. Liaison Reports: (As applicable)
 - i) Chamber-**Tim**
 - ii) City-**Anna**
6. Subcommittee: Latin Subcommittee - the Sister City of Interest Subcommittee acts on-**Nicole/John/Tim**
7. Old Business:
 - i) Updating the existing brochure-**Azumi**
 - ii) Farmer's Market Ideas for the Future-**anyone have any new ideas?**
 - iii) Sandy's Celebration of Life at Pacific University at 2 pm on September 11, 2021, will be held in the Taylor Meade Performing Arts.
You are welcome to bring flowers if you wish; they will be added to the flowers Pacific University provides.
 - iv) Checking in with the Handbook-**Azumi**
 - v) Adult Delegation and Student Delegation -2022
Here are the proposed dates from Nyuzen: Kenshiro Nanbo- Nyuzen Board of Education
For the average year, the schedule is as follows:
 - ① Delegation (University students from your city) from the city of Forest Grove to the town of Nyuzen.
Tour: from June 18 until June 23, 2022.
homestay: from June 18 until June 23, 2022.
 - ② Delegation (townspeople from my town) from the city of Nyuzen to the The city of Forest Grove.
Tour: from July 4 until July 10, 2022.
homestay: from July 4 until July 7, 2022.

③ Delegation (Junior high and high school students from my town) from the town of Nyuzen to Forest Grove.

Tour: from October 29 until November 6, 2022.

homestay: from October 29 until November 2, 2022.

vi) Plans to celebrate 150th anniversary on October 5, 2022-Anna

8. New Business:

9. Next Meeting

i) Date

ii) Time

iii) Location

10. Adjournment

Forest Grove/Nyuzen Sister Cities Committee Meeting Minutes

Meeting Date: July 15, 2021
Meeting Location: Community Auditorium and Video Conference
Members: Present
Nefedov, Larisa Chair
Stapp, Azumi Vice-Chair
Anderson, Kermit Secretary
Stenson, Doreen Treasurer
Anderson, Jackie
Beechwood III, John
Nowlin, Nicole
Members Absent: Allen, Linda
Others:
Blackmun, Rich Staff Liaison
Ruggles, Anna Staff Liaison
Rippe, Timothy City Council Liaison-Absent
Guest: Sig Unander

- 1. Called to Order** Meeting was called to order at 4:50 p.m. by Nefedov. Due to COVID-19 the meeting was held via Zoom conferencing. Members were variously in attendance at City Auditorium or connected remotely via the internet.
- 2. Quorum** Yes
- 3. Minutes** Minutes from the May 19, 2021, meeting were distributed and reviewed. Motion: moved by, J. Anderson, seconded by Nefedov, to approve the minutes as submitted. Motion carried.
- 4. Financial Report** Stenson reports a balance of \$5292.44. Committee's Bottle Drop account is \$139.70. Stenson will confirm receipt of \$130 for Committee basket at Chamber fundraising dinner auction (100% of sale amount instead of anticipated 50%).
- 5. Liaison Reports**
 - a. Chamber (Rippe)**
 - 1) Rippe attended the Chamber retreat where new customer service software with enhanced information features and new website were demonstrated.

- 2) The Chamber received from the city the tourism strategic plan including a new logo.
- 3) A business recovery project is being headed up by Adelante Mujeres. Chamber is planning to hire liaison staff for this project. Goals include increasing membership and scheduling multi-day events e.g., Annual Corn Roast expanded to three-day event, encouraging overnight stays in town.

b. City (Ruggles)

- 1) The city received formal notification by letter from Nyuzen cancelling the student delegation this Fall.
- 2) The adult delegation is to be scheduled to coincide with the 150th anniversary celebration of the founding of Forest Grove on or about October 5, 2022. This would necessitate scheduling student and adult delegations back-to-back.
- 3) SCC involvement in the anniversary festivities remains to be determined. The planning committee is in the process of formation. Ruggles will request minutes from planning committee meetings. Beechwood III indicated intention to attend some of their meetings. Activities are expected to span more than a single day, with evening events likely.
- 4) Nyuzen is interested in continuing with Pacific University student visits. In the past Sandy Garcia arranged for this informally as there is no official connection with SCC. Future adult delegations may include some one or two college students.
- 5) Motion: to establish a college student grant to visit Nyuzen in Sandy Garcia's name. Nowlin moved and Nefedov seconded. Motion carried.

c. Sub-Committees Updates

- 1) Rippe reported that he obtained a survey designed to aid in identifying cities which would be suitable to engage in a sister city relationship with either Forest Grove or Cornelius. The survey was borrowed from the website of the Sister Cities International (SCI) organization. Rippe shared the survey with Rob Drake, Cornelius Community Liaison to the Chamber, and Jesse Vanderzanden, Forest Grove Community Liaison both of whom agreed to provide feed-back of the survey. SCC membership in SCI in

order to receive assistance in finding a suitable city match is considered to be too costly for our current purposes. Hopefully local citizens of our two cities can provide a list of potential candidates. Rippe foresees a need for establishing a search committee to develop appropriate criteria for a sister city relationship. Nowlin commented that Pacific University has relationship with cities in South America and volunteered to seek more details.

- 2) No further sub-committee updates were presented.

6 Old Business a. Miscellaneous

- 1) Stapp reviewed the operations handbook, and no tasks are currently pending due to the cancellation of events caused by COVID-19. Nefedov suggested that the committee begin planning activities for 2022 at our next scheduled meeting.
- 2) Ruggles identified the committee's need to update the delegation forms to include the logo for the City of Cornelius, post bylaws on the city website, and forward the membership application form for our delegates to Nyuzen.
- 3) Ruggles also agreed to update and share at the next meeting a photo consent form for delegates to complete.
- 4) J. Anderson agreed to update the current SCC information pamphlet to include pertinent details about the Forest Grove 150th Anniversary Celebration.
- 5) Beechwood III reported that information booths are not yet open at the Farmers' Market, but he anticipates they will open soon, at which time our updated brochures can be shared.
- 6) Stapp and Nefedov request that photos of delegation visits be sent to either of them for inclusion on the Google folder.

7. New Business a. New Member

Sig Unander requested and was approved for membership in the SCC. Welcome to the committee Sig. He will be replacing Martyn Hill who has left the committee.

b. Sandy Garcia Celebration of Life

Jose Garcia is scheduled to meet with Pacific University staff to determine a date for commemorating Sandy's life.

- 8. Next Meeting(s)** Thursday, September 8, 2020, 4:45 pm
- 9. Adjournment** Meeting adjourned at 5:59 pm.