

Forest Grove/Nyuzen Sister Cities Committee Meeting Minutes

Meeting Date:	September 8, 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	
Sig Unander	
Members Absent:	Allen, Linda
Others:	
Blackmun, Rich	Staff Liaison Absent
Ruggles, Anna	Staff Liaison
Rippe, Timothy	City Council Liaison

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 July 15, 2021, meeting were distributed and reviewed. Corrections: \$130 received from sale of SCC basket at Chamber fundraising was 50% of sale amount, not 100%. Date of next meeting corrected to Wednesday, September 8, 2021 <u>Motion: moved by, J. Anderson, seconded by Nefedov, to approve the minutes as corrected. Motion carried.</u>
4.	Financial Report	Stenson reports a balance of \$5,292.44. SCC Bottle Drop account is \$176.90. Bottle drop items may be left with Ruggles at City Hall.

5.	Liaison Reports	a. Chamber (Rippe)
	1) Rippe reported on community events for the month of September: Sept. 18-19 Corn Roast Sept. 18 Chalk Art Sept. 25 Octoberfest on Main Street 2) The Chamber continues to upgrade their computer system and membership list.	
		b. City (Ruggles)
1	The City approved the establishment of a program coordinator position to be funded by a grant from the recently federally established American Rescue Plan. The new position will serve to back up Ruggles' City Recorder position. Ruggles anticipates that this position will eventually take over her duties of Sister City Committee liaison. No timeline for this transfer has been determined.	
6.	Sub-Committees Updates	
	<u>Latin Sub-Committee</u>-Rippe reported the sub-committee is looking to assemble a search committee of 15-20 people to establish criteria and possible contacts for future sister city candidates. Unander and Nowlin are assisting Rippe in this effort.	
7.	Old Business	a. <u>Sister City Informational Brochure Revision</u>
1	Stapp forwarded details of the revision to J. Anderson who will have an updated brochure for the committee's review and approval at the next committee meeting. The brochures can be distributed at the Farmers' Market and the Library.	
		b. <u>Farmers' Market</u>
	Nefedov is soliciting ideas for establishing a Sister City presence at the weekly market.	
		c. <u>Sandy Garcia's Celebration of Life</u>
	The event is scheduled for Saturday, Sept. 11 at 2:00 pm. in the Taylor-Meade Performance Center, Pacific University. Ruggles provided details of the celebration reviewing the program speakers, honors, tributes and reception to follow. Ruggles will provide a commemorative of some kind from the committee.	

		d. <u>Proposed Dates from Nyuzen for Future Visits</u>
	Ruggles shared the dates proposed by Kenshiro Nanbo Nyuzen Board of Education for the following visits: 1) <u>College Student Delegation to Nyuzen-June 18-June23, 2022.</u> This annual visit to Nyuzen was something Sandy Garcia established and conducted apart from official SCC involvement. Stapp suggests informing Nyuzen that the SCC is unable to sponsor this practice, and further informing them of the SCC establishment of a grant to help send a college student with our adult delegations to Nyuzen. 2) <u>Adult Delegation from Nyuzen-July 4- July 7, 2022.</u> The committee will counter propose that since July 4 holiday travel is likely to be extra busy Nyuzen consider dates in Oct. to include Oct. 5 (150 yr. commemoration of Forest Grove city incorporation), and include a weekend day so that homestay families will be able to spend more time with the delegates. 3) <u>High School Delegation from Nyuzen- Oct. 29-Nov. 2, 2022.</u> SCC approved these dates.	
		e. Handbook Check for Future Visits
	The next visit to Forest Grove will be the Nyuzen student delegation in 2022. No activity deadlines are imminent. At the next meeting the committee will begin planning for the Nyuzen adult delegation visit. Committee members please begin thinking about a theme for the visit. Stapp will rework the handbook check list to enhance clarity in distinguishing the various planning timelines for the Nyuzen to Forest Grove adults and high school students (even numbered years), Forest Grove to Nyuzen adults and high school students (odd numbered years). Ruggles will revise application forms (delegate or homestay families) and draft a photo release form.	
		f. Forest Grove 150-year Celebration
	Planning meetings for the Oct. 5, 2022, celebration will be starting soon. Ruggles will inform SCC of developments.	
8.	New Business	None
9.	Next Meeting(s)	Wednesday, October 13, 2021, 4:45 pm
10.	Adjournment	Meeting adjourned at 6:00 pm.