

Forest Grove/Nyuzen Sister Cities Committee Meeting Minutes

Meeting Date: March 09, 2022
Meeting Location: Community Auditorium and Video Conference

Members: Present

Nefedov, Larisa	Chair
Stapp, Azumi	Vice-Chair
Anderson, Kermit	Secretary
Stenson, Doreen	Treasurer
Allen, Linda	
Beechwood III, John	
Nowlin, Nicole	
Sig Unander	

Members Absent:

Anderson, Jackie

Others:

Blackmun, Rich	Absent
Ruggles, Anna	Staff Liaison
Rebeka Andrade	Staff Liaison, Program Coordinator
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.
- 2. Quorum** Yes
- 3. Minutes** Minutes from the February 09, 2022, meeting were distributed and reviewed.
Motion: moved by Nefedov, seconded by, Beechwood III to approve the minutes as corrected. Motion carried.
- 4. Financial Report** Stenson reports a balance of \$5392.44 (same as last month) SCC Bottle Drop account is \$282.80
Bottle Drop accepts 15 bags of recyclables per account, per quarter. Two more bags can be submitted before March, 31 to meet our allotment.
- 5. Liaison Reports**
 - a. Chamber (Rippe)**
No Report

b. City (Andrade)

- 1) The community enhancement grants announced at the last meeting have been withdrawn. The funding for the grants has been reallocated to a scholarship program associated with the parks and recreation department.
- 2) Forest Grove 150th Anniversary Celebrations- Andrade reported on planning meetings for the celebration. She attends the meetings and will serve as liaison with SCC providing communication and coordination when and where needed.

6. Sub-Committees Updates

No updates

7. Old Business

a. 2022 Event Sub-Committee Activities

Fifteen-minute breakout session were held for each of the upcoming event sub-committees (Summer Festival, Adult Delegation, Student Delegation). The purpose of the sessions was for the review of tasks, responsibilities and scheduling future sub-committee meetings. Report out from the break-out sessions are as follows:

- 1) Summer Festival—Stapp serves as leader and has scheduled sub-committee meetings.
- 2) Adult Delegation—Nowlin serves as leader of this group and will schedule further meetings. The task lists for February and March were projected for completion.
- 3) Student Delegation—Nefedov and Rippe reported that no sub-committee leader has been identified and future meeting are to be scheduled

Sub-committee meetings apart from the regular monthly SCC meetings are necessary to accomplish tasks related to each event. Progress reports will be made at SCC monthly meetings going forward.

b. SCC Logo

Nowlin reports that the Pacific University Art Department will take on our logo project for a fee of \$300. The organization Fiverr charges a fee of \$30. Committee members are asked to bring ideas for proceeding to the next meeting.

8. New Business

a. SCC Member—status, roles, and expectations

- 1) Stapp requested devoting time to clarify SCC member status, role, and expectations. Stapp further suggested that persons interested in becoming a full committee member begin in a non-voting support capacity. Milka Mendez, introduced to the committee at the last meeting is unable to attend our committee meetings at this time of day. She was accordingly approved to serve as a “support” (non-voting) member of the SCC.

- 2) Ruggles noted that Linda Allen was never formally approved as a full member of the SCC. The committee subsequently unanimously so approved Linda Allen for formal, full SCC membership.

9. **Next Meeting(s)** Wednesday, April 13, 2022, 5:30 pm
10. **Adjournment** Meeting adjourned at 6:00 pm.