

## **Topic: Sister Cities Committee Meeting**

Time: Apr 19, 2023 05:00 PM

Join Zoom Meeting

<https://us06web.zoom.us/j/87143438374?pwd=TjN5V2tlbzVSMzBUc3VPV1VVRGszZz09>

Meeting ID: 871 4343 8374

Passcode: 41923

### **Agenda 4/19/2023**

1. Call to Order: (do we have a quorum)
2. Additions/Deletions:
3. Approval of Minutes: March 15, 2023
4. Financial Report: **Doreen**
5. Liaison Reports: (As applicable)
  - i) Chamber-**Mayor Wenzl**
  - ii) City – **Anna**
6. Subcommittee: Latin Subcommittee - the Sister City of Interest Subcommittee actions-**Nicole/John/Tim/Larisa**
7. Old Business:
  - i) Adult Delegation to Nyuzen and Pacific University student (2023)
    - Finalizing the delegation member list
    - Tasks Checklist - Operation Handbook
  - ii) Student Delegation from Nyuzen to Forest Grove (2023)
    - Tasks Checklist - Operation Handbook
  - iii) The Sister City of Interest-Ukraine- **Larisa**
8. New Business:
  - i) Vice-Chair Task Handover (after the current Item 6)
9. Next Meeting
  - i) Date
  - ii) Time
  - iii) Location
10. Adjournment

## Forest Grove/Nyuzen Sister Cities Committee Meeting Minutes

|                          |                                                |
|--------------------------|------------------------------------------------|
| <b>Meeting Date:</b>     | March 15, 2023                                 |
| <b>Meeting Location:</b> | Video Conference                               |
| <b>Members: Present:</b> |                                                |
| Nefedov, Larisa          | Chair                                          |
| Anderson, Kermit         | Secretary                                      |
| Allen, Linda             |                                                |
| Stenson, Doreen          | Treasurer                                      |
| Beechwood III, John      |                                                |
| Stapp, Azumi             |                                                |
| <b>Members Absent:</b>   | Anderson, Jackie; Nowlin, Nicole, Unander, Sig |
| <b>Guest:</b>            | Truax, Peter and Pat                           |
| <b>Others:</b>           |                                                |
| Blackmun, Rich           |                                                |
| Ruggles, Anna            | Staff Liaison                                  |
| Wenzl, Malynda           | Mayor, Liaison-Absent                          |

- 1. Call to Order**

Meeting was called to order at 5:04 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 January 25, 2023, meeting were distributed and reviewed. SCC bank balance was omitted from the minutes. Correction provided.  
Motion: moved by Beechwood, seconded by Allen to approve the minutes as amended with addition of Claudia Yakos' last name.  
Motion carried.
- 4. Financial Report**
  - a. SCC Account balance is \$5492.84 (\$0.40 greater than previous meeting)
  - b. SCC Bottle Drop account is \$684.83 (market credit), \$570.69 (cash). The Committee agreed to withdraw \$500 cash from the account for deposit into our regular account.
  - c. Ruggles also reported receiving a \$75 donation to the fund established in Sandy Garcia's name from Rebecca Gray, Sandy's sister. This account will be maintained separate from the general account.

**5. Liaison Reports**

No report

**a. Chamber (Wenzl)**

**b. City (Ruggles)**

May 1 is the target date for moving into the newly renovated city offices.

**c. Forest Grove Daybreak Rotary Club**

Nowlin and Nefedov made a presentation to the Rotary Club representing the SCC. She can report on her presentation at our next meeting.

**6. Subcommittees Updates—Latin American (Nefedov)**

No report

**7. New Business**

**a. Fill Vice-Chair Vacancy**

- 1) Azumi Stapp is stepping down as Vice-Chair of SCC for personal reasons but will remain a member of SCC.
- 2) Nicole Nowlin has been approached and agrees to serve as new Vice-Chair of SCC. No other committee members expressed interest in the position.
- 3) Beechwood III moved, and Stenson seconded a motion to approve Nowlin's appointment to become Vice-Chair of SCC. Motion carried.

**b. Debbie Walton Resigns from SCC**

Debbie Walton has moved to Hillsboro and has resigned from SCC.

**8. Old Business**

**a. Student Delegation from Nyuzen**

- 1) Stapp received communication from Nyuzen about the student delegation. They intend to send eight middle school students, one group leader and one chaperone.
- 2) They will arrive Saturday, October 28, 2023 and depart Wednesday, November 1, 2023.
- 3) Mayor Wenzl in her capacity as school teacher will reach out in recruiting host families. The Truaxes can accommodate two guests.

**b. Adult Delegation to Nyuzen**

- 1) Arrival in Nyuzen scheduled for Thursday, September 28, 2023 (Arrival in Tokyo Wednesday September 27), Departing Monday, October 2.
- 2) The delegation will consist of thirteen invitees. A discussion ensued pertaining to the make-up of the delegation. Aside from guests of honor eight delegates are to be chosen by the SCC. Preference will be given to SCC members, and prior homestay hosts. Several SCC members expressed interest in going. Decisions on attendance should be made by the end of March.
- 3) Ruggles suggested group purchase for train travel from Tokyo to Nyuzen. However, air travel is best arranged by individuals.

- 4) SCC consensus is to not include a Pacific University student on this delegation and grant money normally used for the student be applied towards funding for the SCC Chair.
- 5) Three hundred dollars is budgeted for a gift from the City of Forest Grove to Nyuzen in honor of their 70<sup>th</sup> anniversary. Beechwood suggested that he might make something for the occasion.
- 6) Stapp shared a preliminary schedule of events for the visit.
- 7) Ruggles agreed to check on airfares and rail pass information and prepare a host family recruitment memo for the student delegation.
- 8) Some discussion was had concerning Kazuko Ikeda's attendance as part of the delegation and her possible role in translation activities. Inasmuch as her attendance is in the capacity of a honored guest this role should be very limited.

**a. Ukraine Sister City**

The SCC did not have time for this item. Nefedov will forward via email information concerning this opportunity for partnering with a city in Ukraine for discussion at our next meeting.

9. **Next Meeting(s)**      Wednesday, April 19, 5:00 pm  
To be held virtually
10. **Adjournment**      Meeting adjourned at 6:16 pm.