

Forest Grove/Nyuzen Sister Cities Committee Meeting Minutes

Meeting Date: September 15, 2025
Meeting Location: Zoom
Members Present:
Anderson, Kermit Secretary
Anderson, Jackie
Beechwood III, John
Nefedov, Larisa Vice Chair
Nowlin, Nicole Chair
Stenson, Doreen Treasurer
Absent: Blackmun, Rich; Martinez, Karen
Guests: Truax, Pat
Others:
Phillips, Joyce Staff Liaison
Yakos, Claudia Chamber, Director

1. Call to Order

Meeting was called to order at 4:04 p.m. by Nowlin.

2. Quorum Yes

3. Minutes

Minutes for the meetings of 08.27.25 were distributed to all committee members. Motion: moved by Yakos and seconded by Beechwood to approve the minutes as submitted.
Motion carried.

4. Old Business Student Delegation-Nowlin and Committee

- a. **Host Families**-Our most immediate need is to secure host families. As yet no host families have been secured. Yakos volunteered to solicit host family volunteers from Rotary Club and others as well as publishing a call for host families on the Chamber website. She will also see to it that the host family application form is posted on the Chamber website. Only one possible host family candidate was identified from the Sister City table at the recent Farmers Market.
- b. **Activities**-*Tentative* activities are as follows:
- Thursday, 10.23-In the morning until 2:30 pm, students attend school. Adult tours of wineries or Sake One brewhouse to be explored by Yakos and Nowlin. For the sake of working host families an early activity for the adults like a coffee hour at BJ's has been done in the past. After 2:30 pm all tour Fire and Police facilities (Nefedov to make inquiries). All attend welcome dinner in the evening.

- Friday, 10.24-All attend the Fernhill Wetlands and the Washington County Public Safety Training Center. Arrangements for these activities have not been finalized. Between the morning and afternoon activity luncheon will be held at La Sierra Mexican Restaurant. A short final activity is to be devised as the students await pick up by their host families. Board games, art projects or mini pumpkin decorating were mentioned as possibilities. Activities after 5:00 pm will be with host families.
- c. **Welcome Dinner**-Yakos reports that for our BBQ theme, the Prime Time restaurant is the most economical choice for a vendor. Budget for the dinner was discussed but not determined. Nowlin will send a list of needs for the dinner to Yakos who can provide an estimate of what a likely cost will be following consultation with the vendor. The general plan is for the vendor to provide the main course and the host families to contribute side dishes. A number of 40 guests was mentioned for the dinner
- d. **Gift to Nyuzen**-There are currently no gift ideas in play. Suggestions of talking sticks (Yakos) and pottery by Maggie Pike available at Valley Art were mentioned. Committee members are encouraged to visit Valley Art for ideas and inspiration. The City of Forest Grove typically contributes \$150 toward the cost of this gift.

5. Finance | Treasurer-Stenson

- a. Balance \$4,372.53. (same as last month) Does not yet reflect expense reimbursements connected with the recent Adult Delegation to Nyuzen.
- b. Bottle Drop credit \$585.84 and cash \$488.20
Blackmun acct. credit \$134.47, cash \$112.06 (not updated from last meeting)
K. Anderson acct. credit \$117.13, cash \$97.61

6. Liaison Reports | a. Chamber-Yakos

- 1) The Memorandum of Understanding (MOA) specifying functions, responsibilities and processes governing the City and the Chamber in the running of the Sister Cities Committee is being explored by Nowlin, Nefedov, and Phillips. Action on this will likely be undertaken after the Student Delegation visit has concluded.
- 2) Yakos reports no responses so far to requests for \$2000 grants/donations/sponsorships from local services clubs.
- 3) The Chamber will send out the reimbursement form for use by SCC members on 09.16.
- 4) Nowlin and Yakos discussed arranging details for the Sister Cities table at the Corn Roast. Committee member are requested to let Nowlin know of their availability for attending the table during the event.

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b. City Staff-Phillips

- 1) The Forest Grove Civics Academy has had its first session and as previously mentioned our own Beechwood is one of the attendees. Beechwood commented that the first session was very informative. He spoke approvingly of the system whereby Forest Grove has a mayor and city council as well as a city manager. Her further appreciated learning the difference between an ordinance, a resolution and an order. Phillips was also complimentary of the group and the diverse elements of Forest Grove citizenry they represent.
- 2) Phillips underscored the urgency to secure host families for the upcoming visit.

7. Next Meetings

Monday, 9.29.25, 4:00 pm Zoom only
Thursday, 10.16.25, 5:00 pm City Auditorium

8. Adjournment

Meeting adjourned 4:59 pm