

**Forest Grove/Nyuzen Sister Cities Committee  
Meeting Minutes**

**Meeting Date:** 4/20/2026 @ 4 PM  
**Meeting Location:** Zoom  
**Members Present:** John Beechwood III (Member), Larisa Nefedov (Vice Chair), Nicole Nowlin (Chair),  
**Guests Present:** N/A  
**Partners Present:** Joyce Phillips (City of Forest Grove Staff Liaison),  
**Absent:** Rich Blackmun, Doreen Stenson(Treasurer)

1. **Call to Order & Quorum-** Meeting was called to order @ 4:04pm by

2. **Reports for Approval**

a. *Minutes - Secretary*

Minutes were emailed prior to meeting and confirmed by attendees

b. *Finance - Treasurer*

SCC account balance \$. All reimbursable expenses for the recent delegation have been made.

■ **Bottle Drop Accounts**

- |                     |          |            |
|---------------------|----------|------------|
| ● SCC Acct.         | Cash: \$ | Credit: \$ |
| ● K. Anderson Acct. | Cash: \$ | Credit \$  |
| ● Blackmun Acct.    | Cash: ?  | Credit: ?  |

3. **Partner Reports**

a. *Chamber of Commerce - Claudia Yakos*

Not present

b. *City Council - Karen Martinez*

Not present

c. *City of Forest Grove - Joyce Phillips*

.-Stephanie returned to the office and Joyce is happy

-Council meeting 4/27

-4/23 Centro Cultural open house to discuss TV Hwy and Quince st east of Yew street access

-First Farmers Market 5/6

4. **Old Business**

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**5. New Business**

a. *Approval for new MOU by the Chamber of Commerce:*

Nicole and Joyce attended a scheduled meeting with the Chamber Of Commerce to approve the SCC MOU but unfortunately the meeting had been rescheduled. At the rescheduled meeting the Chamber was unable to meet a quorum to provide a vote. The Chamber should be set to meet in the next week.

b. Nicole reviewed the latest MOU for the City with the Committee

- there are still some changes to be made to the existing Committee MOU from Joyce that were made to the Chambers version
- note to better understand the language about social media and what is allowable by policy
- background checks for host family applicants
- Transportation
- opportunity to table events for community outreach
- Access to space as needed
- Adult delegation language difference
- administrative support for city delegates

c. Nicole would like the Committee consider for addition to the MOU language for the SCC to fund or partially fund a Member to accompany the delegation every time

d. Nicole still working out language regarding adult delegation in Forest Grove

e. Must get Chamber approval before scheduling with the city, Nicole will follow up with Claudia about chamber vote of the MOU

f. Nicole discussed changes to the BYLAWS

- a member of the executive must be present for a quorum
- missing meetings
- a full executive presence can constitute a quorum on its own
- annual meeting being in January and regular meeting at least quarterly - secretary and treasurer can be merged

g. John Beechwood made a motion to approve the BYLAWS and it was approved

h. Nyuzen/committee update:

Nicole delivered the previously discussed present to Kermit and Jackie, Jackie has forgone treatment and is feeling much better currently and has some family there to help. Caringbridge hopefully in progress. Joyce received word during the meeting that Kermit had been in the hospital and has also been diagnosed with cancer. Heavy hearts

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Word has been passed down that Pat Truax has passed away, the Nyuzen delegation has been notified, they would like to send messages to Peter Truax, Larisa will try to provide a proper way for Nyuzen delegation to provide their messages. There will be a service at the UCC church for Pat, date to be provided.

- I. Discussion was brought up about treasurer's role and experience as the SCC transitions to a non-profit.

**6. Next Meeting & Adjournment**

Wednesday, May 20th 2026 Community conference room 5pm