

PNWJETAA

Monthly Meeting Agenda

(05 April 2018)

05.04.2018 / 18:30 / WeWork (Westlake Tower), 12F Conference Room C

ROLE CALL: Zung Do (in spirit) / Cheryl Hou / Grant Laughlin / Lynn Miyauchi / Adam Ledyard / Zack Williams / Jessica Record / Michelle Kato / Sam Corpuz / Miranda Barril (via Line)

SPECIAL GUESTS: Chelsea Robinson / Denise Sawyer

Call to Order (Adam): 18:52

Meeting Minutes Review (February & March)

- A. March approved (Adam)
- B. February completed (Jessica)

Treasurer's Report (Zack)

- A. Bank account all set!
- B. Budget has been approved: \$5,397.79
- C. Grant in Aid: \$896.19 deposited March 30th
- D. Zack can now write checks
 - a. Sophie, Cheryl, and Adam are still owing
 - b. Sasakawa paid off

Upcoming Events

- A. April Happy Hour: **April 13th (Fri), 18:00–20:00, Junkichi Robata Izakaya**
 - a. Fully booked! RSVPs filled very quickly
 - b. Make sure participants give as much feedback as possible
 - c. Consider as a venue for future happy hours
- B. JASSW Annual Meeting: **April 19th (Thu), 17:00, Wing Luke Museum**
 - a. Use admin funds to sponsor board member to go — approved by executive
 - b. Basic event info: wine-tasting with raffle tickets for sale
 - c. Reps to attend: Adam & Sam(?) — may need to RSVP, Adam will look into it
- C. Sakura Matsuri - **April 20th–22nd (Fri–Sun), 10:00–18:00, Seattle Center**
 - a. Volunteers needed! JETAA & Consulate booth
 - b. Should be included in newsletter ASAP
- D. Speech & Skit Contest: **April 20th (Fri), 09:00–17:00, Seattle Center**

- a. Volunteers needed! Michelle, Jessica, & Chelsea going
- b. Basic event info: State-wide high school student speech contest
- c. Food available for volunteers!
- d. Entertainment needed! — about 1hr length towards the end of the day (while judges are deliberating); Jessica will write a blurb detailing what's needed
- E. Upcoming Sound the Alarm Events (American Red Cross) — Michelle
 - a. ARC program that focuses on checking & installing fire alarms, and distributing educational materials on home fires (ARC responds to home fire every 8 min.)
 - b. Training provided day-of about 1 hour before event starts; very easy; can carpool
 - i. Staff or full-time volunteer always supervising
 - ii. Times are variable, generally in the morning to early afternoon; often finish earlier
 - c. Snacks and beverages provided by ARC on-site
 - d. Dates in April: 04/21 (SAT), 04/28 (SAT)
 - e. Dates in May: 05/04 (FRI), 05/05 (SAT), 05/12 (SAT), 05/18 (FRI), 05/19 (SAT)
 - f. Locations: Yakima, Tacoma, SeaTac, Lakewood, Pasco, Puyallup, Renton, Shoreline, Tumwater, Seattle
 - g. Michelle will organize a date for a group to go via survey/poll
- F. Chinatown International District Cleaning: April 28th (Sat), 08:30–12:00, Hing Hay Park area
 - a. Looking for volunteers: cleaning up public spaces and parks, dimsum to follow
 - b. Event posted on the website and FB
 - c. Event is open to anyone interested, sign up!
 - i. Lots of different kinds of work available, from gardening/weeding to window washing
- G. JASSW Wine Tasting: April 29 (Sun), Browne Family Vineyards in Pioneer Square
 - a. JAS-NET kickoff event: JASSW is launching a more casual, networking-focused arm of our organization called JAS-NET
 - b. Note: conflict with Seattle-Kobe event (see below)
- H. SKSCA April Happy Hour: April 29th (Sun), Obec Brewing
 - a. More details TBA
- I. Bowl-a-Strike Against Cancer: Mother's Day Weekend, Federal Way
 - a. Denise is our contact, she will post on FB
 - b. Teams of four competing for a charitable cause
- J. JETAA Portland Iron Chef: May 19th, Portland
 - a. Contact: Zung? — more info TBA
 - b. Who is our chef?
- K. Hurry Curry (Becky Yoshitani): Date/Time TBA
 - a. Adam will send an email this month(?) to Becky regarding *Washi*
 - b. Basic event info: Becky wants to have a *washi washoku* at Hurry Curry with a small group (~25 ppl)
- L. JET Training: June 16th–17th; 09:00–17:00 Sat, 09:00–15:00 Sun; Thomson Hall 101, UW
 - a. Date CONFIRMED
 - i. Note: Father's Day weekend — Original dates (23–24) are same as Pride; other dates in June had too many other conflicts
 - b. Change in venue: Now at UW
 - i. Venue rental is free! No additional charge for AV, hookups, etc

- ii. Food can be done! Bring in bentoes for everyone?
 - c. Workshops on mental health, gender/sex-ed, social media and privacy
 - i. Stonewall Japan — recent issue with a JET who had a FB profile pic of him kissing his boyfriend, police(?) and CO became involved
 - d. Cheryl will contact people for presenters and volunteers
 - e. Check the Drive folder for 2017 presentations
 - f. Shortlist results: 60 participants, may change as the weeks go on
 - g. Michelle — contact possible JTEs?
- M. Walk-for-Rice: **June 30th (Sat)**
- a. Ari & Yuki will co-Captain
 - b. Pho after at Dong Thap Noodles
- N. Japan Fair: **July 7th & 8th (Sat & Sun), Meydenbauer Center**
- a. Asked to be included in our newsletter — option to put out info or potentially help in Consulate booth (Mandi)
- O. Karaoke Taikai with JASSW: July 23rd or 24th (Mon/Tues) (tentative)
- a. From Carolyn: Lagunitas Brewing Company opened up a taproom in Ballard and they're willing to donate the space to non-profits on Monday and Tuesday evenings. We'd love to do a huge karaoke taikai sometime in the summer with you!
- P. J-LEAP Arrival Training (Laurasian Institution): **July 25th–30th (Wed–Mon), Northwest University**
- a. Sunday (not on Monday)
 - b. Possibility for officers to join “Final Lunch” (bento from I <3 Sushi) on 30-Jul
 - c. 13:00 - 14:30; possibility to drive some people to SEATAC?
- Q. 55th Hyogo-Washington Sister City Relationship: **July 27-28**
- a. Many JETs usually attend the event, good networking opportunity
- R. Summer Picnic: **Aug 11th (Sat), Luther Burbank**
- a. Reserved (Cheryl); payment to treasurer pending
- S. Nat Con: End of August, Beginning of September? (Date TBD)
- T. Volunteering for Grassroots Summit: **Sept 18th (Tue) 17:30–20:00**
- a. JASSW needs a group of 8+ volunteers to help lead groups to different dinner locations
 - b. Josephine is the lead; Michelle is interested, Adam is attending fancy lunch (fancy invite oooo very naisu), Jessica is helping 18th morning
 - c. Meet at the Westin Downtown Seattle, more info will be available later
- U. Japan Week (formerly Aki Matsuri) at Bellevue College: **First week of October**
- V. Fukushima Kenjinkai 100th Anniversary: **Oct. 27th (Sat), 11:00, Seattle Airport Marriott Hotel**
- a. JETAA (Cheryl) will help with storage of things from Japan for the event
- W. Possible ramen western at Dawn's ranch & saloon near Tacoma — possible idea for summer, will need to follow up
- a. Could also do a park in that area (Zack)
- X. Future plans for a Tacoma Japan Festival

Past Events

- A. SKSCA Jazz: March 19th (Mon)
 - a. Jessica attended, successful event, almost full-house

- B. Tempei Nakamura Concerts: March 26th (Mon), Seattle Baptist Church
 - a. March 27th (Tue) St. Mark Church in Lacey — Zung attended, got a CD
 - b. Jessica attended at Seattle Baptist (was the MC)
- C. Tomodachi Gala: Mar 31st (Sat), 17:00–21:00, JCCCW
 - a. \$130,000 raised!
 - b. Cheryl & Adam attended and made donations
 - c. Phyllis Campbell won the Tomodachi Award
 - d. For future: use funds reserved for space at JCCCW as a donation for the event (JCCCW lets us use the space for free), JETAA will send two reps
- D. Sakura-Con: Mar 30–Apr 1st
 - a. Lots of fun, long days
 - b. Cheryl & Zung volunteered at JASSW
- E. SKSCA Shinnenkai: March 24
 - a. Shinnenkai transformed into a farewell party for Sometani-san (former KTIO director)

Membership Update (Lynn)

- A. 1 new sign-up via website!

Transitions (Jessica)

- A. Changes in job announcements?
 - a. Jessica — maybe have a summary of jobs available in the newsletter? Will filter through some emails/notices
 - b. Link job postings from the newsletter to the website — have full list and details on website

PNW JETAA Inventory

- A. Vertical & Horizontal banners = Adam
- B. ASK ME Buttons = Lynn
- C. New PNWJETAA pins = Lynn
- D. Binders, folders, USBs = Adam
- E. Beverage condiments & coffee = Michelle
- F. Deep storage for items used once-a-year at Cheryl's storage unit
- G. Running low on pins!
- H. Please update the inventory list on Drive! ([spreadsheet here](#))

Tech and Website Update

- A. Account with MailChimp — ??
- B. Website redesign!
 - a. Some photo links are broken, needs to be updated (Adam)
 - b. Revamp site aesthetics: template, photos, layout (Michelle) — before the end of summer
 - i. Michelle will look at new template
 - c. Bios will be online by end of May (Michelle)
 - d. Contact Kate from NY about graphic design for the site for a full revamp (Zung)

- C. Events: getting the word out
 - a. Ways to automate the process across different event platforms (Jessica)
 - i. Brownpaper tickets you can link
 - ii. Eventbrite can make their own FB/social media page
 - iii. FB you can text & email (tested text, only works if you're logged into FB)

Newsletter (Mandi)

- A. Mock-up sent to council via Sam (see email)
- B. Hopefully send out the first newsletter tomorrow (Fri) or Monday
- C. Notes for newsletter
 - a. Events — everything up until the end of May as listed above, nothing beyond two months
 - b. JETAA logo contest — still in the planning phase, too early to advertise
 - c. Message from JET Coordinator — Sam talked to Chelsea, possibly next newsletter
 - d. Re: Bio & pictures — posted in full on the website
 - i. Abbreviated version of bios of new officers only in newsletter: name, position, and picture
 - e. Email Mandi (newsletter account) to add events, other content to newsletter
- D. Adam will contact Mandi with newsletter feedback and info

Misc. Final Business

- A. *Nengajo* project (Zack) — use as a save the date for JETAA 30th anniversary
 - a. Handouts for JETs and alumni
- B. Returning from Nat Con (date TBA) → remote outreach activity in Missoula; find out what alumni want to do to get involved, maybe have a happy hour? (Michelle, Zack?)
- C. By-Laws renewal/update deadline
 - a. Separate meeting to be scheduled sometime in June
- D. Logo Redesign — on the back-burner for now
- E. Monthly meetings, minutes, and agendas on our website
 - a. Required by JETAA by-laws to have meeting agendas and minutes accessible on our website
 - b. Sam & Grant will coordinate
- F. Re: Old binders and notes — scan all files to back everything up digitally; going paperless! (Adam & Sam will coordinate)
- G. Thank you book for CLAIR New York Staff that returned to Japan — sent! Thank you Adam, Cheryl, Zung!
- H. Distribution of PNWJETAA Logo & Ask Me Pins — who can receive these? How can we get them to other members who are out of town/state?
 - a. Packages of pins available
 - b. Pins only for JET alumni, not prospective/interested parties

Meeting Adjourned: 20:08

Next Meeting Date and Location:

03.05.2018 / 18:30–19:30 / WeWork (Westlake Tower), 12F Conference Room C

