

PNWJETAA

# Monthly Meeting Agenda

## (03 May 2018)

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03.05.2018 / 18:30 / WeWork (Westlake Tower), 12F Conference Room A

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

SPECIAL GUESTS: Shoji Onuma / Shinori Nagasawa / Daniel Nguyen(?)

Call to Order (Adam): 18:40

### Meeting Minutes Review

- A. April minutes A-OK

### Treasurer's Report (Zack)

- A. People are owing!
- B. Adam will give receipts to Zack, Zack will write checks
  - a. Cheryl owed \$\$\$
- C. Budget for Montana trip (NatCon) = \$500
  - a. Could add more since JET training venue is free
  - b. Possibly in Sept, date TBC
- D. Budget request for JET training
  - a. Zack will look up previous years' documents
  - b. Budget needs to be itemized, but funds can be moved around later

### Upcoming Events

- A. 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 May: 05/04 (FRI), 05/05 (SAT), 05/12 (SAT), 05/18 (FRI), 05/19 (SAT)
  - e. Locations: Yakima, Tacoma, SeaTac, Lakewood, Pasco, Puyallup, Renton, Shoreline, Tumwater, Seattle

- f. Michelle will send an email with a survey for JETAA
- B. Sake de Mayo Backyard Barbecue: **May 5th, 13:00 - 18:00**
  - a. Hosted by Eager Japanese Learning Group:  
<https://www.meetup.com/Eager-Japanese-Learning-Group/>
  - b. Event page: <https://www.meetup.com/Eager-Japanese-Learning-Group/events/249930017/>
  - c. Adam met the organizer at Sakura Matsuri: Nice guy; definitely eager to engage the community of Japanese language learners.
  - d. Adam will share the event on FB, too close to the date to formally organize anything with JETAA
- C. Kodomo no Hi: **May 6th, 11:00-17:00, JCCCW**
  - a. <https://www.jcccw.org/events/2018/5/18/kodomo-no-hi>
  - b. Zung is volunteering, Lynn will also be there
  - c. Zung will call for volunteers via FB
- D. Bowl-a-Strike Against Cancer: **May 12th (Sat), 10:00–12:30, Federal Way**
  - a. Denise is our contact, she will post on FB
  - b. Zung attending, looking for a group
- E. Grassroots Summit Volunteer Coordinator Tabletop: **May 16th, ????**
  - a. Attendee needed (Jessica? 63.7% chance of Michelle, Sam as last resort?)
- F. JETAA Portland Iron Chef: **May 19th, Portland (NE 55th & Sandy Blvd)**
  - a. Email from Anna (Portland JETAA, TREASURER)
  - b. Secret ingredient: Miso
  - c. Michelle & Zung will attend, will reach out for other volunteers
  - d. Michelle will contact Anna with our numbers (2)
- G. JASNET Exploring the Gaming Industry in Japan and Washington State: **May 20th, Digipen 2PM-4PM**
  - a. \$5 members and non-members
  - b. Cool speakers from DoubleDown Interactive, Microsoft, and others
    - i. <https://drive.google.com/file/d/1X9gDwNc81rY1pVrFgtcS8fP4aUkfWQKy/view?usp=sharing>
  - c. FB event online
- H. JASNET Wine Tasting & Networking: **May 22nd, 18:30-20:00, Browne Vineyards Tasting Room**
  - a. \$20 for members (including JETAA for this event), \$30 non-members
  - b. New initiative by JASSW
    - i. [https://drive.google.com/file/d/1BjBha\\_RgU30h8MiVfo9EjPLG7o6E-9a/view?usp=sharing](https://drive.google.com/file/d/1BjBha_RgU30h8MiVfo9EjPLG7o6E-9a/view?usp=sharing)
- I. 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)
  - c. Adam has done NOTHING, but will follow up at some point soon
- J. JET Training: **June 16th–17th; 09:00–17:00 Sat, 09:00–15:00 Sun; Thomson Hall 101, UW**
  - a. From Cheryl:
    - i. [Preliminary info](#)
    - ii. [Registration Form](#)
    - iii. [Day 1 Schedule](#)
    - iv. [Day 2 Schedule](#)
    - v. [Master List](#) — fill in ph# and availability

- b. Volunteers still needed:
  - i. Bento pick-up (Sat): Adam
  - ii. Finances as a JET Session (Sun): Zack
  - iii. Michelle: join Adam for Legal & Safety Session
  - iv. Alumni Q&A— need as many people as possible
- c. Shortlist results: 60 participants, may change as the weeks go on
- d. Jessica: Contacted possible JTEs
  - i. Met a JTE at Sakura Matsuri! Haruka Fujiwara will volunteer
- e. Bento pricing
  - i. \$12 inc. tax & gratuity
  - ii. Square & cash payment on the day of
  - iii. Edit the registration form to ensure that participants will pay for their bento (Sam has started...?)
- f. During lunch time: maybe stream Netflix (Tokyo Diner episode?)
- K. Walk-for-Rice: **June 30th (Sat)**
  - a. Ari & Yuki will co-Captain
  - b. Pizza JET Together to follow at **Tutta Bella in Columbia City** (need to coordinate w/Cheryl)
  - c. Biggest one yet for JETAA!
- L. Kumamon Summer Family Picnic: **July 7th (Sat), 11:30–16:00, Seward Park (Shelter #3)**
  - a. Kumamoto Kenjin Kai: hot dogs, chili, watermelon, water, snacks
  - b. Raffle and games
  - c. Zung & Lynn will support!
- M. Japan Fair: **July 7th & 8th (Sat & Sun), Meydenbauer Center**
  - a. JETAA gets a booth! — Volunteer coordinator & volunteers needed
- N. JAS Golf Tournament: **July 13th, New Castle Golf**
  - a. Volunteers needed
    - i. [https://drive.google.com/file/d/1BwUCyXIXFyZ4tqiz4R-OouT2yozOKb\\_x/view?usp=sharing](https://drive.google.com/file/d/1BwUCyXIXFyZ4tqiz4R-OouT2yozOKb_x/view?usp=sharing)
- O. J-LEAP Arrival Training (Laurasian Institution): **July 25th–29th (Wed–Sun), Northwest University**
  - a. Sunday, July 29 — Training day
  - b. Possibility for officers to join “Final Lunch” (bento from I <3 Sushi) on 29-Jul
    - i. End of June to confirm attendance for lunch & bento
    - ii. Will be included in June’s newsletter
  - c. 13:00 - 14:30; possibility to drive some people to SEATAC?
  - d. Good networking opportunity
    - i. David Janes (new to Laurasian Institute)
    - ii. Trainers have been recognized as language teacher of the year
- P. 55th Hyogo-Washington Sister City Relationship: **July 27–28**
  - a. Many JETs usually attend the event, good networking opportunity
  - b. Invite list TBD at end of May
- Q. Summer Picnic: **Aug 11th (Sat), Luther Burbank**
  - a. Reserved (Cheryl); payment to treasurer pending
  - b. Adam is coordinating, Zung is Costco liaison
  - c. Adam will be in charge of yakisoba

- d. Lynn will provide takoyaki maker, Zung knows a takoyaki chef
- R. Nat Con: September? (Date TBD)
- S. 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; Adam, Michelle, & Jessica interested or involved
  - c. Meet at the Westin Downtown Seattle, more info will be available later
- T. Japan Week “Matsuri”(formerly Aki Matsuri) at Bellevue College: **October 6th (only the 6th is open to the public)**
- U. 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
- V. 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)
- W. Karaoke Taikai with JASSW: date TBD, Lagunitas Brewing Taproom, Ballard
  - a. Carolyn: Lagunitas is booked through summer, possible fall event
- X. Future plans for a Tacoma Japan Festival (Jessica)
  - a. Mira Utz is our contact
- Y. Joint Ski Trip with Vancouver BC chapter: **Winter 2018/19**
  - a. Tai, the president of the JETAABC wants to coordinate and maybe organize a trip with our chapter.
  - b. Coordinator with BC needed: Sam
  - c. Sam is mo’ better just as cool as Charmander

## Past Events

- A. April Happy Hour: April 13th (Fri), 18:00–20:00, Junkichi Robata Izakaya
  - a. Full house!
  - b. AWESOME, very cool place if a bit pricey
  - c. Average price for a meal \$50
- B. JASSW Annual Meeting: April 19th (Thu), 17:00, Wing Luke Museum
  - a. Adam & Sam attended, wine was very good
- C. Speech & Skit Contest: April 20th (Fri), 09:00–17:00, Seattle Center
  - a. Michelle, Jessica, & Chelsea attended
  - b. Very successful!
  - c. Students excited about JET in the future!
- D. Sakura Matsuri - April 20th–22nd (Fri–Sun), 10:00–18:00, Seattle Center
  - a. JETAA & Consulate booth — so much space!
  - b. Great networking opportunity, met some cool peeps
- E. Japanese Careers/Language Education Symposium & Reception
  - a. 5:00 PM - 8:00 PM
  - b. Michelle (PNWJETAA), Lynn (Consulate)
  - c. Event is mostly run by Japan Society(?), Japanese language educators in Washington
    - i. Discussed foreign language learning in Washington and the US in general
    - ii. Very interesting and informative, highly recommended for all officers (Michelle)
- F. Chinatown International District Cleaning: April 28th (Sat), 08:30–12:00, Hing Hay Park area

- G. SKSCA April Happy Hour: April 29th (Sun), Obec Brewing

## Membership Update (Lynn)

- A. No new sign ups via website
- B. Adam & Lynn will discuss membership lists

## Transitions (Jessica)

- A. Summary of job postings for website (Jessica)
  - a. In process, but slow-going
  - b. Never posted on the website before, Jessica will put it together for the following month — put a “head’s up” in the upcoming newsletter
  - c. For current jobs on offer: put into the upcoming newsletter
- B. Posted in newsletter? (Mandi)
  - a. Keep job postings out of newsletter but have a link to the site with full list and details

## 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. Voice recorders = Adam
  - a. What should we do with them? — Michelle will take them
- G. Newsletter binders = Zung
- H. Thank you cards = Adam
- I. Deep storage for items used once-a-year at Cheryl’s storage unit
- J. Please update the inventory list on Drive! ([spreadsheet here](#))

## Tech and Website Update

- A. 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)
    - i. Logo needs to be decided first before any site revamp (see Misc.)
  - e. Upload meeting minutes — Grant will update

## Newsletter (Mandi)

- A. First newsletter sent!
  - a. Release went well!
  - b. 23% open rate, 96 emails bounced

- B. Notes for newsletter
  - a. Events — nothing beyond two months, maybe article some events we want to highlight
  - b. Message from Chelsea for June (possible farewell message?) (Sam)
  - c. Email Mandi (newsletter account) to add events, other content to newsletter

## Misc. Final Business

- A. *Nengajo* project (Zack) — use as a save the date for JETAA 30th anniversary
  - a. Putting on the back-burner until new logo is decided
- B. Returning from Nat Con (date TBA)
  - a. Update from Michelle above (under treasurer's report)
- C. By-Laws renewal/update deadline
  - a. Separate meeting to be scheduled sometime in June
  - b. Adam is slacking! But it'll be done... eventually
- D. Logo Redesign — taking it off the back-burner!
  - a. Launch Logo Contest in June!
  - b. Create a separate mailchimp to send info out
  - c. Michelle will make the survey with Zack
- E. Monthly meetings, minutes, and agendas on our website (Grant & Sam) (see Website & Tech above)
- F. Re: Old binders and notes — scan all files to back everything up digitally; going paperless! (Adam & Sam)
- G. Young Professionals Fund
  - a. Provide a discount to approved events (e.g. JASS-NET events)
  - b. Possibly provide some gas money for people who need to travel from out of town
    - i. 1 hour commute Radius (Example: One-way Olympia, WA to Westlake Center in downtown Seattle = 70 miles x IRS 2018 mileage rate of \$0.545 cents/mile = \$38.15)
  - c. Adam will donate the money that hasn't been paid back to him (\$605.96)
  - d. Set-up a separate savings account
  - e. Maybe ask older members if they would like to contribute to this fund in the future, acknowledge donors with a small token (certificate?)
  - f. Gives donations some purpose

Meeting Adjourned: 20:11

Next Meeting Date and Location:

07.June.2018 / 18:30–19:30 / WeWork (Westlake Tower), 12F Conference Room C