

PNWJETAA

Monthly Meeting Minutes

(03 May 2018)

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 Hangouts) / Jessica Record (via Google Hangouts)

SPECIAL GUESTS: Shoji Onuma / Shinori Nagasawa

Call to Order (Adam): 18:40

Meeting Minutes Review

- A. April minutes A-OK

Treasurer's Report (Zack)

- A. People are owing!
 - a. Adam will give receipts to Zack, Zack will write checks
 - b. Cheryl owed substantial amount
- B. Budget for Montana trip (post-NatCon) = \$500
 - a. Could add more since JET training venue is free
- C. Budget request for JET training needed
 - 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. Dates in May: 05/04 (FRI), 05/05 (SAT), 05/12 (SAT), 05/18 (FRI), 05/19 (SAT)
 - b. Locations: Yakima, Tacoma, SeaTac, Lakewood, Pasco, Puyallup, Renton, Shoreline, Tumwater, Seattle
 - c. Michelle will send an email with a survey to decide on a date
- B. Sake de Mayo Backyard Barbecue: May 5th (Sat), 13:00–18:00
 - a. Hosted by Eager Japanese Learning Group ([group page](#))
 - b. [Event page](#)
 - 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 (Sun), 11:00–17:00, JCCCW**
 - a. [Event page](#)
 - 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, see FB post
 - b. Zung attending, looking for a group
- E. Grassroots Summit Volunteer Coordinator Tabletop: **May 16th, time TBD?**
 - a. Attendee needed (Jessica, Michelle, or Sam)
- 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
- 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
 - c. [Flyer](#) & FB event online
- H. JASNET Wine Tasting & Networking: **May 22nd, 18:30-20:00, Browne Vineyards Tasting Room**
 - a. \$20 for members (including JETAA), \$30 non-members
 - b. New initiative by JASSW
 - c. [Flyer](#)
- I. Hurry Curry (Becky Yoshitani): Date/Time TBA
 - a. Adam will send an email this month(?) to Becky regarding *Washi*
- 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)

- 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
 - b. [Flyer & info](#)
- 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 teachers of the year
- P. 55th Hyogo-Washington Sister State Anniversary: **July 27–28**
 - a. 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**
 - a. 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: Sam

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! Students are excited about JET in the future
- D. Sakura Matsuri - April 20th–22nd (Fri–Sun), 10:00–18:00, Seattle Center
 - a. JETAA & Consulate booth had 4 tables — 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. Michelle: Very interesting and informative, highly recommended for officers in future
- F. Chinatown International District Cleaning: April 28th (Sat), 08:30–12:00, Hing Hay Park area
 - a. Cold, windy, rainy, but a satisfying day
- G. SKSCA April Happy Hour: April 29th (Sun), Obec Brewing
 - a. Very small turnout, but good beer

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 this month: put into the upcoming newsletter

- B. For future: 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. Michelle will keep 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 (see Treasurer's Report)
- C. By-Laws renewal/update deadline
 - a. Separate meeting to be scheduled sometime in June
 - b. Adam will take the lead

- 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 (Adam & Sam) — Adam will check if scanner still works
- 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. Set-up a separate savings account
 - d. Adam will donate the money that hasn't been paid back to him (\$605.96)
 - 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