

PNWJETAA

Monthly Meeting Agenda

(07 June 2018)

07.06.2018 / 18:30 / WeWork (Westlake Tower), 10F Conference Room A

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

SPECIAL GUESTS: None

Call to Order (Adam):

Meeting Minutes Review

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 request for JET training approved!

Upcoming Events

- A. Hurry Curry (Becky Yoshitani): Date/Time TBA
 - a. Adam will send an email this month(?) to Becky regarding *Washi*
- B. 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. Contact Maggie (in place of Chelsea)

- C. Walk-for-Rice: **June 30th (Sat)**
 - a. Ari & Yuki will co-Captain
 - b. PNWJETAA page is now LIVE on WFR site
 - c. Draft in progress for PNWJETAA website
 - d. Pizza JET Together to follow at **Tutta Bella in Columbia City** (need to coordinate w/Cheryl)
 - e. Biggest one yet for JETAA!
- D. Japan Night game is on Sunday, **July 1st at 4pm**
 - a. WNBA game, Seattle Storm
 - b. Japanese player: Ramu Tokashiki
 - c. Need someone to organize a group if we are interested
- E. 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!
- F. Japan Fair: **July 7th & 8th (Sat & Sun), Meydenbauer Center**
 - a. JETAA gets a booth! — Volunteer coordinator & volunteers needed
- G. JAS Golf Tournament: **July 13th, New Castle Golf**
 - a. Volunteers needed
 - b. [Flyer & info](#)
- H. 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. JET Send Off (**Reception July 27th, Plane leaves July 28th**)
- J. 55th Hyogo-Washington Sister State Anniversary: **July 27–28**
 - a. Good networking opportunity
 - b. Invite list TBD
 - c. Need volunteers (dinner at governor’s residence)
- K. Summer Picnic: **Aug 11th (Sat), Luther Burbank**
 - a. Reserved (Cheryl); payment 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
- L. Nat Con: September? (Date TBD)
- M. 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
- N. Japan Week “Matsuri”(formerly Aki Matsuri) at Bellevue College: **October 6th**
 - a. Only the 6th is open to the public

- O. 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
- P. 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)
- Q. Karaoke Taikai with JASSW: date TBD, Lagunitas Brewing Taproom, Ballard
 - a. Carolyn: Lagunitas is booked through summer, possible fall event
- R. Future plans for a Tacoma Japan Festival (Jessica)
 - a. Mira Utz is our contact
- S. 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. Upcoming Sound the Alarm Events (American Red Cross) — Michelle
 - a. ??
- B. Sake de Mayo Backyard Barbecue: May 5th (Sat), 13:00–18:00
- C. Kodomo no Hi: May 6th (Sun), 11:00–17:00, JCCCW
- D. Bowl-a-Strike Against Cancer: May 12th (Sat), 1 via website 10:00–12:30, Federal Way
 - a. Zung attended?
- E. Grassroots Summit Volunteer Coordinator Tabletop: May 16th, time TBD?
 - a. Jessica called into meeting
- F. JETAA Portland Iron Chef: May 19th, Portland (NE 55th & Sandy Blvd)
 - a. Michelle & Zung attended
- G. JASNET Exploring the Gaming Industry in Japan and Washington State: May 20th, Digipen 2PM-4PM
- H. JASNET Wine Tasting & Networking: May 22nd, 18:30-20:00, Browne Vineyards Tasting Room
 - a. Many JETAA members attended!

Membership Update (Lynn)

- A. 1 via website - need to hook folks up w/ mailchimp - will follow up - have been hearing that some folks have been lost in the shuffle or simply need to check their junk mail

Transitions/Jobs (Jessica & Lynn)

- A. Thanks to Grant - job posting app is up & will be updated as jobs are received. Use newsletter as reminder or teaser to channel folks to 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. 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
 - 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
 - f. Jobs are added!

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:

Next Meeting Date and Location:

05.07.2018 / 18:30–19:30 / WeWork (Westlake Tower), 12F Conference Room C