



08 March 2018 (Thursday)

## **PNWJETAA Monthly Meeting Agenda**

**Location:** WeWork (Westlake Tower, Seattle) - Floor 12 (Conference Room)

**Time:** 18:30 - 19:30 PM

**Roll Call:** Zung Do, Lynn Miyauchi, Jessica Record, Adam Ledyard, Michelle Kato, Samantha Corpuz,

**Special Guest(s):** *None*

- I. Call to Order: Adam**
- II. February minutes review/approval**
- III. Treasurer Report – Zack**
- IV. Special Guest(s) - *None***
- V. Upcoming Events**
  - A. Hurry Curry (Becky Yoshitani)
  - B. March Happy Hour: Date and Time -
  - C. April Happy Hour: April 18th Time - TBA @Junkichi and collaboration
    - a. Bruce Rutledge arranged location
    - b. <http://www.capitolhilltimes.com/Content/Default/Dining/Article/Japanese-grill-sushi-spot-coming-to-Broadway/-3/547/5418>
  - D. Tomodachi Gala: 31-Mar (Sat), 17:00 - 21:00 @ JCCCW
    - a. Adam and Cheryl will be attending
    - b. Zung volunteering
  - E. Fukushima Kenjinkai 100th Anniversary: **Sat. 10/27/18, 11am @ Seattle Airport Marriott Hotel**
  - F. 55th Hyogo-Washington Sister City Relationship: **TBA (July)**
  - G. Walk-for-Rice: 30-Jun (Sat)
  - H. Training: Date/Time = TBA
    - a. 23-Jun possible date (but cannot be during Father's Day weekend)
    - b. Location booked via Jenn Chan and confirmed
  - I. Speech & Skit Contest: April 20th (Friday) volunteers needed
  - J. Volunteering for Grassroots Summit 9/18
    - a. JASSW needs a group of volunteers to help lead groups to different dinner locations
  - K. Japan Fair: July 7th and 8th
    - a. Meydenbauer Center
    - b. Asked to be included in our newsletter - option to put out info or potentially help in Consulate booth
  - L. Summer Picnic - 2018-08-11
    - a. Luther Burbank
    - b. Treasurer Paid?
  - M. JASSW Annual Meeting - April 19th, *Wing Luke Museum*

- a. Use admin funds to sponsor board member to go?
- N. J-LEAP Arrival Training (Laurasian Institution): 25 - 30-Jul, 2018 @ Northwest University
  - a. Possibility for officers to join "Final Lunch" (bento from I <3 Sushi) on 30-Jul
  - b. 13:00 - 14:30; possibility to drive some people to SEATAC?
- O. SKSCA Jazz
- P. SKSCA Shinnenkai
- Q. SKSCA April Happy Hour — April 29th at Obec Brewing
- R. Tempei Nakamura Concerts
  - a. March 26th

## **VI. Past Events**

- A. PNWJETAA Elections (Michelle)
  - a. Nominations until 01/31/2017 (12 nominations)
  - b. Emailed nominations for elections
  - c. End of elections: 02/16 (results for Shinnenkai)
- B. February Happy Hour: 1-Feb, 19:30 - 21:00 @ TanakaSan
  - a. 15 attendees including two JASSW members; good menu but slow service, not a good venue for larger groups or networking events
- C. Welcome Back Reception: 16-Feb (Fri), 18:00 - 20:00 @ Official Residence
  - a.
- D. Shinnenkai + Annual Meeting: 17-Feb (Sat), 18:00 - 20:00 @ JCCCW
  - a.

## **V. Membership Update - Lynn**

- A. No new sign-ups via website this month
- B. Potential Montana connection for trip later this year-new Honorary Consul appointed to MT & he is interested in helping to promote JET (Lynn)

## **VII. Transitions (Jessica)**

- A. Pay back Sasakawa for 2017

## **VIII. PNW JETAA Inventory (who has / do we have):**

- A. Vertical & Horizontal banners = Adam
- B. ASK ME Buttons = Lynn
- C. New PNWJETAA pins = Lynn
- D. Binders, folders, USBs = Adam

## **IX. Tech and Website Update**

- A. Account with MailChimp - In-Progress - Template has been created
- B. Archive and re-insert memberships to filter 500+
- C. On duplicates: can be set-up to filter duplicates (be flagged if e-mail is missing)
- D. E-mail from membership: we are switching over from ListServ; that's us (it's official) - Date TBD - would like to coordinate w/new database system launch
- E. First future events e-mail will come from Newsletter Coordinator

- F. ETA for new database system launch
- G. Website redesign?

**X. Misc. Final Business**

- A. Keiro Northwest - Volunteering Opportunities
- B. By-Laws renewal/update deadline (date, time, officers) - Lynn has sample copy drafted by lawyer to share w/Executive Board - can also share on DRIVE
- C. Logo Redesign
- D. Monthly meetings, minutes and agenda on our website
- E. Thank you book for CLAIR New York Staff that are returning to Japan
  - 1. Tatsuya Matsumoto, Kaori Ito and Wataru Tozawa
- F. 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?

**XI. Next Meeting Date and Location: 5 April 2018, WeWork (Westlake Tower), 12F Conference Room C**



