

PNWJETAA

Monthly Meeting Minutes

(09 August 2018)

09.08.2018 / 18:30 / Westlake Tower Lobby, 1F by Dilettante

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

SPECIAL GUESTS: Yoko Yanagimoto / Maggie Thorpe / Josephine Hoyne

Call to Order (Adam): 18:36

Meeting Minutes Review

- A. Adam & Michelle sent approval via email
- B. At meeting: Approved!

Treasurer's Report (Zack)

- A. Previous balance
 - a. Checking: \$12,345.42 (Young Professionals Fund: \$905.96)
 - b. Savings: \$505.85
- B. Current balance
 - a. Checking: 9,762.18
 - b. Savings: 905.96 (Young Professionals Fund)
- C. Big checks cashed, one more big check for Cheryl
- D. Grant in Aid approved! Total: 3547.85, Prepayment: \$2838.28
- E. We were approved for 100% of what we asked
- F. Extra funds (~\$1,000) not used for training can be put towards MT outreach
 - a. Date tbd, depends on scheduling
 - b. CGJ will be attending Sept 25–26, separate from JETAA
 - c. Any leftovers after outreach can be used as we see fit (brochures, print materials, etc)

Upcoming Events

- A. Summer Picnic: **Aug 11th (Sat), 11:00–15:00, Luther Burbank**
 - a. Google sheets food and supplies list [here](#)
 - b. Rain or shine (or thunder??)
 - i. Lynn & Cheryl will bring canopies (x3) for cover
 - c. Adam is coordinating, Zung/Adam is Costco liaison

- d. Cheryl has hotdogs & buns, plus bags of chips
 - e. Veggie dogs/burgers = Sam
 - f. Yakisoba ingredients will be purchased TONIGHT (Cheryl will pick up)
 - g. Donuts for donut relay
 - h. Suikawari stuff? (Grant & Cheryl)
 - i. Takoyaki chef Kuniaki will cook takoyaki & bring ingredients/materials!
 - j. Invited JETAABC & Portland JETAA (Adam & Michelle)
 - i. BC cannot come, Portland will attend
 - ii. Other events with visiting guests? Taiko performance?
 - k. Adam will post on event page re: BYOB
 - l. Undoukai materials = Adam & Cheryl
- B. Inochi Taiko 15th Anniversary Concert: **Aug 11th (Sat), 19:00, Shorewood High School**
- a. Taiko events and workshops all weekend (Aug 11–12)
 - b. Tickets [here](#): \$30/person (\$32.04 with service fee)
- C. Bellingham-Tateyama Sister City Mayoral Summit: **Sept 4–6 (Tue–Thu), Bellingham**
- a. Email from Jeff Albright asking JETAA for donations to help with the summit — see [flyer](#)
 - i. Cannot donate funds, but will spread the word via newsletter
 - ii. Share fb event if available
 - b. Share event with CLAIR?
 - c. Website [here](#)
- D. 2018 JETAA USA National Conference: **Sept 13–16 (Thu–Sun), Denver Tech Center Marriott Hotel, Colorado**
- a. Welcome reception Sept 13 (conference Sept 14–16)
 - b. Chapter survey [here](#)
 - c. Michelle & Adam will attend (Zack & Sam unavailable)
 - d. Adam wants to present!
 - i. Will consult with organizers
 - ii. Ideas brainstormed previously:
 1. Engaging the Japanese community & volunteering
 2. Engaging other chapters (JETAABC & Portland)
 3. Engaging JETs with children (all ages)
 4. 100% Alumni-supported training
- E. Volunteering for Grassroots Summit: **Sept 18th (Tue), 17:30–20:00**
- a. Dinner volunteers needed, form [here](#); share with Josephine (Adam)
 - i. Will hopefully send the form next week (after newsletter goes out), will post to fb as well
 - b. Volunteer call-out already posted to fb (Adam)
 - i. Volunteers responsible for organizing their group & reservations if needed
 - ii. Will be compensated for their time
 - c. Approx. 10–15 people per group (142 total participants)
 - d. Potential venues
 - i. 49 students wanting to go to food courts
 1. Budget <\$15 per person, within 15-min walk of the Westin
 2. Uwajimaya in waves?
 - ii. Adult participants: American, seafood, Italian, or Japanese food

1. 93 adults, <\$30 per person
 2. Queen Anne Ten Sushi
 3. Tutta Bella in Westlake
 4. The Crab Pot
 5. Tom Douglas
- F. Japan Week “Matsuri”(formerly Aki Matsuri): **Oct 6th (Sat), Bellevue College**
- a. Only the 6th is open to the public
- G. Karaoke Taikai with JASSW: **Oct. 15 (Mon), 18:00–20:00, Lagunitas Brewing Taproom, Ballard**
- a. Carolyn is our contact
 - b. All money from drinks goes to JASSW
 - c. Possible Halloween theme? Josephine will confirm
- H. Fukushima Kenjinkai 100th Anniversary: **Oct. 27th (Sat), 11:00, Seattle Airport Marriott Hotel**
- a. Storage (Cheryl)
 - b. Registration form [here](#) (email from Patsy Yamada) — early bird deadline has passed
 - c. JETAA already signed up (Lynn + ?)
- I. Future plans for a Tacoma Japan Festival (Jessica)
- a. Mira Utz is our contact
- J. Joint Ski Trip with Vancouver BC chapter: Winter 2018/19
- a. Tai (JETAABC President) is our contact
 - b. Sam is liaison

Past Events

- A. Kumamon Summer Family Picnic: July 7th (Sat), 11:30–16:00, Seward Park (Shelter #3)
- a. Lynn, Cheryl, & Zung attended and ate a lot
- B. Japan Fair: July 7th & 8th (Sat & Sun), Meydenbauer Center
- a. Very good, good volunteer turnout (including older alumni)
 - b. New map was popular (Thank you Lynn!)
 - c. Adam used a spare TV to show pictures — Adam will call out for more photos to use in future
 - i. Large photos from JET community to use for booth backdrops?
 - d. Banners need washing (Adam)
 - e. Will send a thank-you gift (bottle of wine from Zung) to Allen Nakamoto for sponsoring our booth
 - i. Thank you letter on JETAA stationary - **Let Lynn know if you need more Thank you note cards w/current chapter logo**
- C. JAS Golf Tournament: July 13th, New Castle Golf
- a. Went well, but unfortunately didn’t meet budget (Josephine)
- D. Kotaro (CLAIR NY) arrival: July 14th
- a. Went to Red Lantern for food; Zung toured him around
- E. July Happy Hour @ *Bon Odori*: July 21st (Sat), 16:00–18:00, International District
- a. Biggest turn-out yet! Very successful!
 - b. New JETs were in attendance as well, including one late departure (Group C)
 - c. Very crowded, possibly because of Uwajimaya’s Natsu Matsuri on the same weekend
 - d. Attend the event in Auburn next year? There’s also an event in Tacoma the week after Auburn...
- F. J-LEAP Arrival Training (Laurasian Institution): July 25th–29th (Wed–Sun), Northwest University

- a. Cheryl attended luncheon
- b. Next year: introduce new teachers to volunteers earlier
- G. 2018 JET Send-Off: Reception July 27th (Fri); JET departure July 28th (Sat)
 - a. Reception: Consul-General Official Residence, July 27th (Fri), 15:00–17:00
 - i. Went well! Adam made a speech
 - b. Send-off: July 28th (Sat) 08:30–11:00, Seatac International Airport, Delta Airline Check-in area
 - i. Went... decent! Could be improved upon for next year because of such a large group (Maggie)
- H. 55th Hyogo-Washington Sister State Anniversary: July 27–28
 - a. Probably went well? JETAA didn't attend
- I. Hiroshima Hope Lantern Festival, Aug. 6
 - a. Cheryl attended

Membership Update (Lynn)

- A. 1 new sign-up via our website
- B. Need to coordinate w/Adam on most current list to share w/ JET Office for recruiting (Lynn)
 - a. Will share emails that have given permission to share with Maggie (CGJ)
- C. 1 sign-up via Friends of JET form; will add them to the newsletter (Adam)

Transitions/Jobs (Jessica & Lynn)

- A. Jobs have been posted to website, to be updated on Wednesdays(?)
 - a. Job highlights in newsletter
 - b. HBCC job opening should be posted online
 - c. Send any other jobs postings to transitions email (Jessica)

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 = Adam
- F. Voice recorders = Adam
- G. Newsletter binders = Zung
- H. Thank you cards = Adam
- I. Computer = Adam
- J. Deep storage for items used once-a-year at Cheryl's storage unit
- K. Please update the inventory list on Drive! ([spreadsheet here](#))

Tech and Website Update

- A. Website redesign!
 - a. Revamp site aesthetics: template, photos, layout (Michelle) — before the end of summer
 - b. 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.)
- B. New Logo contest! (Michelle)
 - a. Check with Michelle to follow up: need to get the contest underway!
 - b. Submit 2 pairs of entries: one with PNW lettering and one without (graphics only)
 - c. Adam will share on mailchimp soon, post on FB (who?)
 - d. Deadline Dec 21st — announce new logo at Shinnenkai
 - e. Judges: committee members, officers, JETAA, community members? (TBD)

Newsletter (?)

- A. In stasis mode (only event highlights) (Adam)
- B. Adam will put a call out for new Newsletter Coordinator
- C. Sam will take over for Adam; Adam will do a tutorial on MailChimp for Sam & Lynn (possibly Jessica as well?)

Misc. Final Business

- A. Outreach in Montana (most likely late Sept/Oct)
 - a. Michelle is contact; Zack may also attend (depending on schedule)
 - b. No longer going at the same time as CGJ
- B. Young Professionals Fund
 - a. Adam & Grant will coordinate putting YPF on website
 - b. Max. \$10/pp/event, 5 events a year
 - c. Eligible recipients must be former JETs AND members of PNWJETAA
 - d. Focus on professional development or networking events
 - i. JASNET events, etc.
 - ii. No Transitions (no double-dipping in JETAA events)
 - e. Create a Google form (Adam/Michelle?)
 - f. JETAA members can donate to the fund: cannot be funded directly by JETAA's account
 - i. Another pro for having non-profit status
 - ii. Donations can be sent to Zack/treasurer
- C. *Nengajo* project (Zack)
 - a. Putting on the back-burner until new logo is decided
 - b. Logo should be done by Dec., nengajo needs to be sent out by Feb.
- D. By-Laws renewal/update deadline (Adam)
 - a. Adam will complete them before the end of his term
- E. Re: Old binders and notes (Adam & Sam) — on back-burner
- F. Recruiting! (Maggie & CGJ)
 - a. Three trips in the works; want to extend an invitation to alumni to attend to speak
 - i. Spread the word on FB and newsletter
 - ii. Q&A sessions, etc
 - iii. \$50 honorarium available to anyone volunteering
 - b. Recruiting in the Puget Sound area too, will have updates later
 - c. UW: JET Alumni Q&A in spring?

- d. Scrapbook of ALT experience (Sam & Josephine?)
 - i. Display ALT life and photos
- e. CGJ will have a booth at Japan Week — save the date for volunteering!
- G. JASSW Holiday Dinner (Nov 27, Tues)
 - a. JETAA rep for the Holiday Dinner committee; specifically asking for officers
 - i. Responsibilities: volunteer coordinator; 30 min commitment once per week; mostly need a coordinator on the day of
 - ii. Meetings would start sometime next month
 - b. JASSW wants to increase number of JET alumni attendees/volunteers
 - c. More details: Carolyn (cpeterson@jassw.org)

Meeting Adjourned: 20:10

Next Meeting Date and Location:

06.09.2018 / 18:30–19:30 / WeWork (Westlake Tower), 10F Conference Room A