

PNWJETAA

Monthly Meeting Minutes

May 2019

May 2, 2019 | 18:30 | Seattle Central Library, Spiral 6 Meeting Room

ROLE CALL: ~~Lynn Miyauchi~~ | ~~Zung Do~~ | Cheryl Hou | Adam Ledyard | Michelle Kato | Zack Williams | Sam Corpuz | Jessica Record | Jeremy Odden | Janice Laureano | ~~Dawn Wyruchowski~~

SPECIAL GUESTS: None

Call to Order (Adam): 18:33

Meeting Minutes Review

- A. Jeremy, Michelle, Zack, Adam approves

Treasurer's Report (Zack)

- A. Previous balance
 - a. Checking: 8,881.77
 - b. Savings: 906.55
 - c. Admin budget: ?
- B. Current balance:
 - a. Checking: 8,850.40
 - b. Savings: 906.64
 - c. Admin: Approx. \$900
- C. GiA budget confirmed via email from Satoshi!
- D. Budget for MoFA - sent (next sig. Will be in June)
- E. Owing: Lynn, Michelle
 - a. Transitions: receipts received?
 - b. Send-off swag still owing (Lynn) - Zack will check with Lynn
 - c. Stands for JASSW holiday dinner (Michelle: receipt forwarded to Zack on 4/2)

Upcoming Events

- A. **Wine-tasting in Woodinville:** May Happy Hour?
 - a. Dawn is the lead, Jessica lives near so can help and Sam is familiar with area.
 - b. Moved from June to May
 - c. May 18, 19, 25, 26?
 - i. Leading date is May 19th

- d. Afternoon tasting at Gorman and/or Patterson (both in the central Hollywood area, fit 10-15). Reserve Vivi pizza for dinner. People who'd like to do more tasting could come early in their own smaller groups.
 - e. Chateau St. Michelle and Novelty Hill Janiuk are also options if we'd prefer more wineries as a big group.
- B. **Iron Chef 2019**: Saturday, May 4, 11:00 onwards, Portland JETAA
- a. Adam and Cheryl attending
 - b. Adam will be the chef
 - c. Currently tied 3-3
 - d. Secret ingredient: *shokupan!*
- C. **SKCSA-JETAA-JASNET Karaoke Event**: Spring 2019, Rock Box
- a. Cheryl will kick it off, leave it to Dawn to follow up.
 - b. Dennis is JASNET.
- D. **JET Training**: June 22-23, Seattle University
- a. Lead: Adam
 - i. Chelsea LGBTQ+ meet-up; looking for other volunteers
 - ii. Adam will contact Suzan
 - 1. Jeremy wants to help!
 - iii. Two or three JTEs in the area who can help with Tools of the Trade (Haruka, two from Hyogo)
 - b. Adam will start working on schedule and be in contact with Cheryl for last year's documents
 - i. Topics will be similar, but will pare it down
 - ii. Will give more guidelines for each presentation to ensure there is not as much overlap
 - iii. Incorporate feedback from Post-Arrival surveys (see email from Maggie)
 - c. Due to finals/commencement we are going during walk for rice.
 - d. Seattle U has confirmed our reservation
 - i. Cost will be around \$860 for two rooms, one for large presentation, and a smaller one for breakout sessions
 - ii. break out session room is only available from 12 - 4
 - e. Adam is beginning to get presenters signed up
 - f. Can we reach out to recent returnees for other feedback?
 - g. Bentos - \$10-12
 - i. Sign up via BPT
 - ii. Likely use Uwajimaya like last year
- E. **Walk for Rice**: Saturday, June 22, 9 am–1 pm @ Seward Park. Optional lunch following location TBD.
- a. Yuki & (hopefully) Ari will Co-Captain the team again & we'll have our puppy brigade again! 🐶
 - b. Adam will ensure we have enough volunteers for the day — will run Training Day 1 with fewer volunteers
- F. **Bon Odori**: July 20-21st

- a. Happy hour / spot reserved the night before
- G **JASSW 59th Annual Golf Tournament**: July 31st, 11:00–19:30, Golf Club at Newcastle
 - a. \$200 early-bird for golfers, \$60 for dinner only
 - b. Probably no one is going
 - c. Registration [here](#)
- H **Summer Picnic**: Aug 17 (Sat), Luther Burbank Park
 - a. Lead: Zack
 - b. Full-day reservation made; Portland invited, extend invite to BC as well?
 - c. Next year: consider a new venue
 - d. Date shared with Portland JETAA
- I Future events
 - a. Japan Week (September 28th)
 - b. Leavenworth Oktoberfest 2019? (Sam & Jessica, possibly)
 - c. Remote Outreach to WWU in fall? (Zack)
 - d. Tea History & Chinese Tea Ceremony Demo & Education
 - e. Seward Park Torii opening - maybe this summer? Next summer?
 - f. Escape Room!
 - g. Summer Happy Hour at Teinei

Past Events

- A. Song of the Earth, Yuichi Kimura & Daichi no Kai Taiko Tour: April 14 (Sun) 14:00, Broadway Performance Hall, Seattle Central College
 - a. Jeremy, Jessica, Lynn, Sam & Patrick
 - b. Post-event happy hour was lacklustre... but Cheryl showed up
- B. JASSW Annual Meeting: April 18 (Thu) 17:00–20:30, Wing Luke Museum
 - a. Adam attended for JETAA; Michelle is officially on the Board!
 - b. Very cool event, lots of interesting presentations
 - c. Maybe do a tour of the archaeological site on Bainbridge and visit the distillery (Jessica knows the assistant manager at the distillery!)
- C. Sakura-Con Panel & Booth: April 19–21 (panel April 19), Washington Convention Center
 - a. Volunteering:
 - i. Panel — Jessica, Michelle, Maggie, Amanda; it was good! Compared to last year, a lot of questions about scholarships for studying in Japan (Amanda answered a lot of questions)
 - ii. Booth — Lots of people helped!
- D. JCCCW Tomodachi Gala: April 20, 17:00, Hyatt Regency Lake Washington in Renton
 - a. Did we send anyone? — No :(
 - b. We'll try to include it in our budget for next year
- E. Kyoto Art & Antiques: April 25–May 5, 11:00–19:00, warehouse in Georgetown
 - a. Sale advertised in newsletter
 - b. Janice went with a friend
- F. Cherry Blossom Festival: April 26–28 (Fri–Sat), Seattle Center Fisher Pavilion

- a. Dawn & Lynn; Jessica, Michelle, Jeremy — HUGE props to all the volunteers!!
- b. Cheryl & Zung were organizers; it was tiring
- c. Dawn was VIP
- d. Next year: Cheryl would love it if someone would like to volunteer with her!
- e. Shamuten JETAA team placed 3rd!
- G. Chinatown-International District Spring Clean: April 27 (Sat), 09:00–12:00, C-ID
 - a. Was anyone able to attend?— No, because Cherry Blossom Festival
- H. Spring into JAS-NET: April 30 (Tue), 17:30–19:30, Teinei
 - a. Sam, Zung, Adam, Lynn; met a lot of other alumni
 - b. Very successful; will go back to Teinei for happy hour this summer
- I. USJETAA webinar: Role of the JETAA President, May 1st, 17:30 - 19:00
 - a. Adam attended; got some good ideas and insight
 - b. Great presentations by Mark Frey, Bahia and Monica Yuki.
 - c. started a [Dashboard](#) — all resources for each quarter will be kept on the dashboard for posterity:
 - i. Events
 - ii. Board contact info
 - iii. Budget (GiA + MoFA)
 - iv. Inventory
 - v. Data links
 - vi. Young Professionals Fund (to be approved by executive officers)
 - 1. We need to ensure things are kosher in order to get nonprofit status

Membership Update (Lynn)

- A. One new member! Signed up at Sakura-Con
- B. Adam still needing to work on database
 - a. CoLab?(Adam)

Transitions/ Jobs (Jessica & Lynn)

- A. Please send jobs to transitions email & cc zuttojetto@gmail.com
- B. Contacted Suzan, waiting for contact. - If she does not respond by JET Training, WILL bug her; want to ensure we can peg down a date
- C. Will bug those who attended last year about thoughts, improvements and what else to see. - May, if not sooner

PNWJETAA Inventory

- A. Adam:
 - a. Vertical & Horizontal banners
 - b. Binders, folders, USBs
 - c. Beverage condiments & coffee
 - d. Voice recorders
 - e. Thank you cards

- f. Computer, now with Office 2007!
 - g. Tablet computer - functional
 - h. Tablet computer - non-functional
 - i. Projector
 - j. Sake barrel & mallets
- B. Cheryl:
- a. Event booth box o'stuff — IT'S FALLING APART! Use Admin. Budget to buy a new one; maybe a hardshell suitcase? Might be a bit more expensive, but it's worth the investment
 - b. Deep storage for items used once a year at Cheryl's storage unit
- C. Lynn:
- a. ASKME Buttons
 - b. "old" PNWJETAA pins
 - c. Newsletter binders
- D. Michelle:
- a. Brochures
 - b. Holiday decorations
 - c. Plastic sign stand
- E. Please update the inventory list on Drive! ([spreadsheet here](#))

Tech and Website Update

- A. Copyright check (Jeremy)
- a. I'm in the process of doing a page-by-page of the website.
 - b. A bit daunting, but he'll get to it! There's about 10–12 years of content on there
 - i. Should we keep the old/out of date material? Do we archive it?
 - ii. Archive everything before a certain date; maybe anything older than 5 years?
- B. New Logo! (Michelle)
- a. New Logo and Mascot (Miwa-chan) nearly ready for unveiling!
 - b. Michelle — still working on the mascot; Adam & Sam working on color scheme
 - i. Due date for Adam & Sam's experiments: NEXT MEETING!
- C. 30th Anniversary Logo / pins / merch
- a. No further updates
- D. Membership database coding underway (Adam)
- E. Website overhaul
- a. Bios
 - b. Information to add/delete

Newsletter (Temp Sam)

- A. Sent out the Mon-ish after monthly meetings, please email secretary@pnwjetaa.org for submissions
- B. "Postcards from Montana" — next edition in May newsletter
- C. "Where are they now" section in newsletter

- a. First issue in June, Ryan Hart to be first profiled alumni — if anyone knows interesting facts about Ryan please let Sam know! She is doing research for his interview questions
- b. Sandra, Bruce, Jennifer Kawakami, Ashley, Casey also in line for a profile; maybe one profile (per quarter / every six months)?
- D. Advertise YPF
- E. Adam will take care of content, Sam will provide the skeleton for this month

Misc. Final Business

- A. Next meeting location?
 - a. WeWork! June 6th
- B. Agendas & minutes on website (Adam & Sam) — someday soon!
 - a. Import document into Mammoth so that interested parties can instantly access the info
- C. Web discussion meeting — in person, set up sometime in the next month or so
 - a. Create a doodle poll to decide on a date (Janice)
- D. Thank you card & wine for Allen re: Japan Fair...last year — mission not accomplished (Adam!!!!!!)
- E. By-Laws renewal/update deadline (Adam!) (Jeremy has acquired a contact that has much experience writing bylaws)
 - a. After May 21st, sometime in late May/early June
 - b. Combined with Training meeting? Most likely the week before training (Sunday)
- F. Old binders and notes (Adam & Sam) — will be processed, scanned, and minimized.
- G. Back-burner items
 - a. *Nengajo* project (Zack)

Meeting Adjourned: 20:11

Next Meeting Date and Location:

June 6, 2019 | 18:30–19:30 | ...WeWork!!