

PNWJETAA

Monthly Meeting Agenda

June 2019

June 6, 2019 | 18:30 | WeWork Westlake Tower 10/12F Conference Room

ROLE CALL: Lynn Miyachi | Zung Do | Cheryl Hou | Adam Ledyard | Michelle Kato (call) | Zack Williams | Sam Corpuz | Jessica Record (call) | Jeremy Odden | Janice Laureano (call) | Dawn Wyruchowski (maybe call?)

SPECIAL GUESTS: Patrick Penny | Nick McKay

Call to Order (Adam):

Meeting Minutes Review

- A. Jeremy & Lynn approved via email, Zack approves by typing it here

Treasurer's Report (Zack)

- A. Previous balance
 - a. Checking: 8,850.40
 - b. Savings: 906.64
 - c. Admin: Approx. \$900
- B. Current balance:
 - a. Checking: 8580.74
 - b. Savings: 906.71
 - c. Admin: Approx. \$900
- C. GiA Application from Aki received via email
- D. Budget for MoFA — sent (next signature will be in June)
- E. Owing: Lynn, Michelle
 - a. Transitions: receipts received?
 - b. Send-off swag still owing (Lynn) - Will be purchasing more towels & fans - will provide receipts post purchase(s).

Upcoming Events

- A. **JET Training:** June 22–23, Seattle University Pigott Building
 - a. Leads & communication:
 - i. Adam = presenters, overall logistics
 - ii. Sam = new JETs, day-of logistics/scheduling
 - b. Schedule based on last year's docs
 - i. Topics will be similar, but pared down

- ii. Will give more guidelines for each presentation to ensure there is not as much overlap
 - iii. Incorporate feedback from Post-Arrival surveys
 - c. 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
 - d. Adam is beginning to get presenters signed up; tentative list:
 - i. Tools of the Trade: Jeremy & Bryna
 - ii. Japanese Education System: Landon & Nick
 - iii. Living in Japan: Janice(?) & Pat
 - iv. Consent & Accountability: Adam & Cheryl
 - v. Mental Health: Sam & (?)
 - vi. AJET: Janice
 - vii. Tourons/Promise Letters/Etiquette: Lynn & (?)
 - viii. Dress code: Pat (as bad example) & (?)
 - ix. \$\$: Zack
 - x. Legal & Safety: Michelle
 - xi. JTE: Haruka
 - xii. Teaching in the Target Language: Suzan
 - xiii. LGBTQ+ meet-up: Chelsea
 - e. Sam has sent out registration form to new JETs; follow-up email to be sent this weekend or next
 - 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
 - h. Training meeting to be scheduled between June 13–19
 - i. Deadlines:
 - i. Final schedule: June 14 (Fri)
 - ii. Powerpoint presentations submitted to Adam: Training Meeting
- B. **Walk for Rice:** Saturday, June 22, 9 am–1 pm @ Seward Park. Optional lunch following location TBD - Adam, any thoughts? Shall we try to coordinate with the JTS crew's lunch or go solo for WFR participants?
 - a. Team Page is now live !!! http://acrs.walkforrice.org/goto/PNWJETAA_TEAM
 - b. Yuki will Captain the team (Lynn will hold her leash) & we'll hope to have our PNWJETAA puppy brigade again! High interest from FOJ's (Friends of JET) this year!
 - c. Adam will try to schedule fewer volunteers for morning of Training Day 1 so that more folks can go to Walk for Rice
- C. **SKCSA-JETAA-JASNET Karaoke Event:** Sometime 2019, Rock Box
 - a. Cheryl will kick it off, leave it to Dawn to follow up.
 - b. Dennis is JASNET contact
- D. **Bon Odori:** July 20–21st (Sat & Sun), Seattle Buddhist Temple

- a. Dance practice dates: July 8, 9, 11, 15, and 16 from 7:30 – 9:00pm
 - b. Happy hour / spot reserved the night before
- E **JASSW 59th Annual Golf Tournament**: July 31st (Wed), 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](#)
- F **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
- G Future events
 - a. Summer Happy Hour at Teinei
 - b. Japan Week (September 28th)
 - c. Leavenworth Oktoberfest 2019?(Sam & Jessica, possibly)
 - d. Remote Outreach to WWU in fall?(Zack)
 - e. Tea History & Chinese Tea Ceremony Demo & Education
 - f. Seward Park Torii opening — maybe this summer? Next summer?
 - g. Escape Room!
 - h. Mariners Game?

Past Events

- A. Iron Chef 2019: Saturday, May 4, 11:00 onwards, Portland JETAA
 - a. Adam and Cheryl attended, came home with the prize!
- B. Wine-tasting in Woodinville: Sunday, May 19, 12:00 onward, Gorman Winery
 - a. Dawn, Jessica, Michelle, Sam, Pat, Carolyn, & Jerome attended
 - b. Good wine, good pizza, good times!

Membership Update (Lynn)

- A. Adam still needing to work on database
 - a. CoLab?(Adam)
- B. 1 new recent sign up via our website - Nick! Who is at tonight's meeting - Welcome Nick!

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 [Jessica]
- C. To do; contact those who attended last year about thoughts, improvements and what else to see

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
 - k. Event booth box o'stuff — IT'S FALLING APART! Use Admin. Budget to buy a new one/hardshell suitcase
- B. Cheryl:
 - a. Deep storage for items used once a year at Cheryl's storage unit
- C. Lynn:
 - a. ASK ME Buttons
 - b. "old" PNWJETAA pins
 - c. Newsletter binder
 - d. **NEW - kind of** ...Mr. Coffee maker! (donate by Consulate to JETAA) - temporarily at Lynn's until someone else wants to hang on to it?
 - e. New JETs bye-bye swag
- 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. Archiving materials from 5+ years ago
 - c. May was a terrible month, and I have done nothing.
- 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. Sam has not had time to look at colours :(
- C. 30th Anniversary Logo / pins / merch
 - a. No further updates
- D. Membership database coding underway (Adam)
- E. Website overhaul
 - a. Information to add/delete

Newsletter (Temp Sam)

- A. Sam should maybe have access to newsletter@ email address...
- B. Sent out the Mon-ish after monthly meetings, please email secretary@pnwjetaa.org for submissions
- C. Advertise YPF, bios on website in next newsletter
- D. “Where are they now” section in newsletter
 - a. First issue sometime soon (hopefully), 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)?

Misc. Final Business

- A. Agendas & minutes on website (Janice & Sam) — someday soon!
 - a. Import document into Mammoth app
- B. 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)
- C. Thank you card & wine for Allen re: Japan Fair...last year — mission not accomplished (Adam!!!!!!)
- D. By-Laws renewal/update deadline (Adam!)
 - a. After May 21st, sometime in early June
 - b. Combined with Training meeting? Most likely the week before training (Sunday)
- E. Old binders and notes (Adam & Sam) — will be processed, scanned, and minimized.
 - a. Adam went through most of the paper documents and made two piles, need a second opinion before scanning and tossing
- F. Back-burner items
 - a. *Nengajo* project (Zack)

Meeting Adjourned:

Next Meeting Date and Location:

July 11, 2019 (2nd Thurs.) | 18:30–19:30 | WeWork Westlake Tower 10/12F Conference Room