

PNWJETAA

Monthly Meeting Minutes

August 2019

August 8, 2019 | 18:30 | Online (meet.google.com/rwk-hrst-ywj)

ROLE CALL: ~~Lynn Miyauchi~~ | Zung Do | Cheryl Hou | Adam Ledyard | Michelle Kato | ~~Zack Williams (?)~~ | ~~Sam Corpuz~~ | ~~Jessica Record~~ | Jeremy Odden | Janice Laureano | Dawn Wyruchowski | Nick McKay | Elmira Utz

SPECIAL GUESTS: None

Call to Order (Adam): 18:38

Meeting Minutes Review

A. Approved

Treasurer's Report (Zack)

A. Previous balance

- a. Checking: 10,055.99
- b. Savings: 906.80 + \$40 (donation from Landon from Training)
- c. Admin: 909.09

B. Current balance:

- a. Checking: 8847.63
- b. Savings: 946.87
- c. Admin: 813.39

C. Owing:

- a. SU and Adam paid for training room (ended up with a discount!)
- b. Send of swag paid out (reason for above difference)
- c. New JET Training — any purchases outstanding?
 - i. Jessica honorarium paid
 - ii. Lynn submitted receipts related to training to Zack - 26.42 out of Admin budget?
 - iii. Budget for Remote Outreach (see below)

Upcoming Events

- A. **Summer Picnic:** Aug 17 (Sat), 11:00–14:00 (or later), Luther Burbank Park
- a. Lead(s): Zack & Jeremy (both attending, though Jeremy will be late)

- b. Budget: \$550
 - c. Food:
 - i. Takoyaki chef - Unable to attend :(
 - ii. Burgers, hotdogs, buns, ketchup, mustard, relish, tomato, cheese, lettuce, onions, veggie burgers, veggie dogs
 - iii. Yaki-soba: noodles, yaki soba sauce, carrots, onions, cabbage
 - iv. Drinks: water, soda
 - d. Supplies:
 - i. Plates, napkins, utensils: Adam
 - ii. Cutting board, knife (Adam)
 - iii. Charcoal, lighter fluid, matches (Adam)
 - iv. Grilling utensils (Adam)
 - v. Cast iron pan for yaki soba: Adam and Cheryl
 - vi. Recycling bags, food waste bags, plate-lunch boxes for left-overs: Michelle
 - e. Adam will give Uwajimaya gift cards (donations) to Zack for purchasing food
 - f. Undokai — Events/games:
 - i. Game Master: Janice
 - ii. Fill-the-cup three-legged relay race (instead of ~~donut relay~~)
 - 1. Need bottles, food coloring, buckets, and [cuppy things](#), and leg bands
 - iii. Capture the flag(Cheryl)
 - iv. Egg race (wooden spoons, wooden eggs to be provided)(Cheryl)
 - v. Tug-of-war (rope, cones, bands,, and rings to be provided)(Adam and Cheryl)
 - vi. Non-latex glove toss (allergy-free material)(Adam)
 - vii. Three-legged race (Cheryl)
 - g. Full-day reservation made; Portland invited, extended invite to BC as well (Sam)
 - i. BC *and* Portland unable to attend
 - h. Next year: consider a new venue due to reservation \$\$\$
- B. Happy Hour @ Teinei: August 23, 2019 (Friday)**
- a. Didn't make it after JET Send-Off Reception due to timing (Friday nights are prime-time for Teinei, couldn't reserve a large space)
 - b. August 23 (Friday) : 17:00 until whenever (people welcome to come and go whenever they please)
 - c. Dawn able to make Facebook event
 - d. Support with facilitating August Happy Hour needed
 - e. Support with future coordinating social events also needed
 - i. Nick and Jeremy able and willing to support
- C. By-laws!:** TBD
- a. Executive Officers must attend, others welcome if interested!
 - b. Adam to send out a Doodle poll to vote on a new date
 - c. Elmira H. Utz experienced with 501(c)3 status and by-laws
 - i. Adam to reach out for by-law revision meeting details

- D. **National Conference:** September 26–29 (Thu–Sun), Chicago JETAA
 - a. Jeremy and Sam registered (well under budget for airfare)
 - b. Jeremy and Sam should send in airfare receipts/confirmations to Treasurer
 - c. Chapter surveys
 - i. Jeremy has completed and submitted
 - ii. Adam to follow up with Sam
 - d. Topics to learn about or share knowledge about:
 - i. Engagement in remote regions of the chapter
 - ii. 501(c)3 status
 - iii. Inter-chapter & international JETAA collaborations
 - iv. Others?

- E. **Japan Week Festival at Bellevue College:** September 28 (Sat), 10:00–17:00, Bellevue College
 - a. Volunteers needed at the JET Program booth run by the Consulate
 - b. Consulate has been granted a dedicated “JET table” - need JETAA volunteers to help staff - can someone volunteer to be the JETAA point person for this even
 - c. Please contact Hana Sova at the Consulate if you’re willing/able to help: hana.sova@se.mofa.go.jp
 - d. Volunteers able and willing as of 8/8: Elmira, Michelle, Landon
 - e. Adam to get more information for PNWJETAA steering council officers

- F. **Potential Future Event *Ideas***
 - a. Leavenworth Oktoberfest (could be a good outreach activity)
 - i. 3 different weekends
 - ii. 10/4-5; 10/11-12; 10/18-19
 - b. Remote Outreach to WWU at (Zack)
 - i. September or October
 - c. Tea History & Chinese Tea Ceremony Demo & Education
 - d. Seward Park Torii opening — maybe this summer? Next summer?
 - e. Escape Room!
 - f. Mariners Game? (baseball)
 - g. Seattle Reign FC Game? (women’s soccer)
 - h. SKSCA-JETAA-JASNET Karaoke Event: Sometime 2019, Rock Box
 - i. Cheryl will kick it off, leave it to Dawn to follow up.
 - ii. Dennis Yamashita (denyama@gmail.com) is JASNET contact

Past Events

- A. Seattle Bon Odori: July 20 (Sat), 16:00 onward, Seattle Betsuin Buddhist Temple - meet in beer garden behind the temple.
 - a. Jeremy attended (#1)
 - b. 3-4 new JETs preparing to leave attended
- B. JET Send-Off Reception: July 26 (Fri), 17:30–19:00, @ Consulate-General of Japan *NEW Office downtown* (business tower of the Convention Center)

- a. First time having the reception was not at the residence
- C. JET Departure: July 27 (Sat), 08:00 (approx.), SeaTac International Airport
 - a. 10 alumni showed to send off the newbies with TONS of love
 - b. Alumni got lunch afterwards
 - c. Very smooth check-in process, no issues - great job, everyone!
- D. Auburn Bon Odori: July 27 (Sat), Auburn Whiteriver Buddhist Temple
 - a. 6-7 alumni attended
 - b. Jeremy attended (#2)
- E. Persona Non Grata Film Screening: July 29th (6:30p), Broadway Performance Hall
 - a. Really short notice, but an awesome event.
 - b. Lynn and Jeremy attended
- F. JASSW 59th Annual Golf Tournament: July 31st (Wed), 11:00–19:30, Golf Club at Newcastle
 - a. Michelle did not attend... she does not do the golf
 - b. But Michelle will be on the Holiday Dinner planning committee
- G. Tacoma Bon Odori: August 3 (Sat), Tacoma Buddhist Temple
 - a. Jeremy (#3) and Elmira attended -but missed each other :(
 - b. Janice and Landon were there too

Membership Update (Lynn)

- A. Adam still needing to work on database (2019/06/06)
- B. Two new members via the Website!

Transitions/Jobs (Jessica & Lynn)

- A. Please send jobs to transitions email & cc zuttojetto@gmail.com
- B. Aki Sugawara at CLAIR NY asked to share event details in their upcoming newsletter; Michelle submitted general info and link to Transitions website
- C. To do: contact those who attended last year about thoughts, improvements and what else to see
- D. Other ideas for this year
 - a. Get rid of recruiters/job expo, sets up the wrong expectations
 - b. Focus more on other “transitional” aspects of life post-JET, not just 100% career-focused
 - c. Live stream or record (and post on website) for remote alumni to access
 - i. Depending on budget/priority, Jeremy can organize streaming

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
- l. Mr. Coffee coffee maker (compliments of Consulate!)
- B. Jeremy needs the non-functional tablet and a sake mallet!
 - a. Will get from Adam tomorrow
- C. Cheryl:
 - a. Deep storage for items used once a year at Cheryl's storage unit
- D. Lynn:
 - a. ASK ME Buttons
 - b. "old" PNWJETAA pins
 - c. Newsletter binder
 - d. New JETs bye-bye swag
- E. Michelle:
 - a. **More** ASK ME Buttons and "old" pins
 - b. Brochures
 - c. Holiday decorations
 - d. Plastic sign stand
- F. Please update the inventory list on the Dashboard! ([spreadsheet here](#))

Tech and Website Update

- A. Copyright check (Jeremy)
- B. New Logo! (Michelle)
 - a. Ready to launch when alternate color schemes have been explored
 - b. Michelle still working on re-working the mascot (Miwa)
 - c. Pinmark.com and Lynn may have contacts
 - d. Northwest Trophies
- C. 30th Anniversary Logo / pins / merch
 - a. New design no longer feasible, but still possible to make pin in special gold outline or behind "30"
- D. Membership database coding underway (Adam)
- E. Website overhaul (Janice)
 - a. Doodle for meet up <https://doodle.com/poll/ipzx2ybwvbizxh4d>
 - b. Sunday, August 25 / 09:00 - 12:00 (or earlier)
 - c. Janice will look for a venue to project at (Michelle to call in)
 - d. Personal stock photos to be featured on website please drop here [stock photo drive](#)

Newsletter (Temp Sam)

- A. Sam needs to step down :(Anyone able to take over
 - a. Landon & Denise both mentioned they might be interested

- b. Michelle can try to do September but needs credentials from Sam
 - i. Include new blurb for Young Professional Fund (Adam)
 - ii. Michelle to ask a northern alumni for “Where Are They Now” section
 - iii. Include blurb about instagram account (follow us)
- B. Advertise YPF

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
- D. By-Laws renewal/update deadline (Adam!)
 - a. Postponed (see Events above)
- 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: 20:10

Next Meeting Date and Location:

September 5, 2019 | 18:30–19:30 | WeWork Westlake Tower 10/12F Conference Room