

PNWJETAA

Monthly Meeting Minutes

June 2021

June 10, 2021 | 18:30 | Zoom

Call to Order 18:35

ROLE CALL: Samantha Corpuz | ~~Devyn Couch~~ | ~~Cheryl Hou~~ | ~~Michelle Kato~~ | Janice Laureano | Adam Ledyard | Lynn Miyauchi | Jeremy Odden | Jessica Record | Denise Sawyer | Dawn Wyruchowski

GUESTS:

Welcome/Check-In 18:35

Meeting Minutes Review and Approval

- Motion: Denise S.
- Second: Lynn M., passed unanimously

Unfinished Business - *“Remember this thing we’re working on? What’s next?”*

Anti-Racism Work Ongoing Devyn, Michelle	<ul style="list-style-type: none">• Next session: Samantha Corpuz to lead, see Council Retreat<ul style="list-style-type: none">◦ Community agreements for PNW leadership & membership◦ Employing lessons from Mya's workshop
PNWJETAA Handbook Ongoing Samantha, Jessica	<ul style="list-style-type: none">• Steering Council Handbook - (All Share>Council Member Folders)<ul style="list-style-type: none">◦ Draft your position before the end of the year, please!
Walk for Rice April 2 – June 19 (Virtual Event) Lynn, others?	<ul style="list-style-type: none">• Website is updated & PNWJETAA page is up.• PLEASE JOIN US!!! GOAL is more than 13 registered members & \$2K in donations! Current numbers - 5 members & \$400 ! YAY!• SNS (Devyn will post on Instagram, Facebook?)• Different categories for teams<ul style="list-style-type: none">◦ Food & Fun (rice (& friends) recipes & donations)<ul style="list-style-type: none">■ Lynn will share on WFR or PNWJETAA sites

	<ul style="list-style-type: none"> ○ Action shot! (Of you. Pet also welcome in action shot. Send to walkforrice@pnwjetaa.org?) ○ AND Puppy and Pet Brigade! ● *NEWSLETTER: Save the date
<p>*Kyara-ben Contest June 6 (Sun) & July 11 (Sun) Devyn</p>	<ul style="list-style-type: none"> ● Iron Chef stand-in event during pandemic ● Bento workshop (6/6) @ 11 am with Amanda from KL Bentos (PDX) <ul style="list-style-type: none"> ○ Held last weekend. Pics look great. Video on youtube ○ Devyn may share on social media ○ *Denise add video to Newsletter if possible ● Kyara-Ben contest (7/11); pictures/bento description due the week before for judging. (Additional voting opportunities—e.g. crowd favorites—day of contest.)
<p>*Japan Fair 2021 June 26 (Sat) Jeremy, Denise, Janice</p>	<ul style="list-style-type: none"> ● Website is updated with virtual event details ● Jeremy - light tech support volunteer in event lead-up <ul style="list-style-type: none"> ○ Still hasn't heard anything. ● *30-min presentation on JET experience or JETAA (Denise, Janice) <ul style="list-style-type: none"> ○ Includes Q&A--show up to support and ask Qs if needed! ○ Denise in contact with Yuka (coordinator) ○ 15 sec ad for day-of between events (Denise prepped and sent over) ○ Denise and Janice will meet to prepare presentation ● 1-min video introduction from PNWJETAA (Samantha Corpuz) ● *Contests: Haiku, photo, kimono. Enter if you can! By June 14!
<p>Council Retreat June 27 (Sun) Samantha, Jessica</p>	<ul style="list-style-type: none"> ● <i>Poll in Zoom</i> ● Use framework from Mya's training ● Look back at changes/progress since the Leadership Workshop with Bahia ● Establish goals for this year ● Update council bios/photos ● Have fun as tomodachi ♡ ● Probably in-person for those who are able, online option as well <ul style="list-style-type: none"> ○ At Sam's (or WeWork). Details soon to come
<p>New JET Training July 31, Aug 1 Jessica, Denise, Sam, Devyn</p>	<ul style="list-style-type: none"> ● Met with Maggie on 5/27 <ul style="list-style-type: none"> ○ Maggie will send us feedback from outgoing JETs by 15th ○ 2020 and 2021 will be invited and treated as same group, but the 2020 have a little senpai-type relationship ● First meeting with subcommittee on 6/7 <ul style="list-style-type: none"> ○ Rough schedule ● Schedule (All Virtual) <ul style="list-style-type: none"> ○ Reusing materials from last year and new. ○ 3-4 hours with breaks

	<ul style="list-style-type: none"> ○ Important topics as large group w/ activities ○ Breakouts on smaller topics ○ Last 30 mins for Q&A OR alum 1:1 ● MOFA budget proposal due to Jeremy by end of June <ul style="list-style-type: none"> ○ Details coming for Jeremy soon! ○ Confirm # of JETs for departure swag (~70) and tell Lynn! <ul style="list-style-type: none"> ■ Info from Maggie likely next week ● Happy Hour-ish events separately to include new JETs
<p>30th Anniversary September 2021 Sam, Dawn, Devyn Planning Folder</p>	<p>30th Anniversary Celebration (PNW-only)</p> <ul style="list-style-type: none"> ● Dawn, Devyn, & Sam to meet again ● Possible Dates <ul style="list-style-type: none"> ○ First choice: Sept. 18-19 ○ Second choice: Sept. 4-6 ○ Third choice: Aug. 28-29 ● Possible Venues <ul style="list-style-type: none"> ○ Cheryl's rooftop (downtown Seattle) <ul style="list-style-type: none"> ■ 3-mo in advance to reserve ○ Kirkland parks (OO Denny Park or Juanita Beach) <ul style="list-style-type: none"> ■ Reservation hold in process (Devyn) ○ Seattle parks (various within our budget, but first two options more preferred) ● Food - BYOBento (or order from us/local partner) ● Yearbook - physical and digital <p>Talks with Bahia</p> <ul style="list-style-type: none"> ● Still planning JETAA variety show (pre-recorded or live stream?) ● Still might be able to collaborate
<p>Old Emails, etc. Jeremy</p>	<ul style="list-style-type: none"> ● On hold. Note elsewhere (Pres, VP, Sec folder) ● Roadblocks <ul style="list-style-type: none"> ○ pnwjetaa.secretary@gmail.com <ul style="list-style-type: none"> ■ iua.....@hotmail.com is the backup email ● In Progress <ul style="list-style-type: none"> ○ pnwjetaa.president@gmail.com (Sam) ○ pnwjetaa.vicepresident@gmail.com (Jessica) ○ (backup email should be current pnwjetaa email) ● See a random pink folder in G drive? It's from Jeremy. Enjoy.
<p>2020 & 21 JET Send-Off TBD (Departure) Samantha, Jessica, Lynn, Jeremy</p>	<p>Departure Postponed Swag (Jeremy, Lynn)</p> <ul style="list-style-type: none"> ● Prepared: Towels, hand sanitizer, masks, promise letters, origami paper ● Distribution: Postponed until some time in the next J-Fiscal year. <p>Virtual Send-Off Happy Hour Postponed</p>

	<p>Update from Maggie: US JETs sent out in 5 groups. The 2020 and 2021 should now be treated as same departure group.</p> <ul style="list-style-type: none"> Exact number coming next week. Probably 70
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Finished Business - *"We did the thing! How'd it go?"*

<p>JETAA Chicago Co-Event June 5 (Sat) Devyn</p>	<ul style="list-style-type: none"> PNW vs Chicago Trivia with Cassie—Ghibli themed! PNW reigned supreme! <ul style="list-style-type: none"> Fun and friendship! Totally want to do another event with Chicago in the future :) Ghibli pickup lines happened (lol) Neither group matched 10 contestants, so we just did our best with those who showed up <ul style="list-style-type: none"> Seemed like many people had commitments for that date, but it was the most popular option (from the survey sent out) Possibly people are getting Zoom fatigue
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New Business - *"Hey, let's do this thing! What do you think?"*

Lynn	<ul style="list-style-type: none"> Request from Chin Music Press <ul style="list-style-type: none"> Name brainstorming for Japan focused conversation/discussion site
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Executive Officer Reports

(Position-related news, announcements, requests)

President (Samantha)	<ul style="list-style-type: none">
Vice President (Jessica)	<ul style="list-style-type: none"> Check-in with JETAAUSA.
Treasurer (Jeremy)	<p>2021-2022 Budget - (DO NOT EDIT)</p> <ul style="list-style-type: none"> Previous balance <ul style="list-style-type: none"> Checking: \$9,680.45 Professional Development Fund: \$947.69 Petty Cash: \$577.75 Current balance <ul style="list-style-type: none"> Checking: \$9,680.54 (+0.09) Professional Development Fund: \$947.71 (+0.02) Petty Cash: \$577.75 Breakdown:

	<ul style="list-style-type: none"> ○ Checking <ul style="list-style-type: none"> ■ RECEIVED \$0.09 in interest on 5/22/21 ○ Savings <ul style="list-style-type: none"> ■ RECEIVED \$0.02 in interest on 5/29/21 ● Owing/Pending: <ul style="list-style-type: none"> ○ None ● MOFA Budget pending approval ● GiA budget review and approval <ul style="list-style-type: none"> ○ Motion to Approve: S. Corpuz ○ Second: J. Record, passed unanimously
Secretary (Dawn)	<ul style="list-style-type: none"> ●

Steering Council Reports

(Position-related news, announcements, requests)

Membership (Lynn)	<ul style="list-style-type: none"> ● 3 new members via website ● GiA List submitted to Jeremy - 613 registered members <ul style="list-style-type: none"> ○ Note to revise name & info sharing policies ○ Consulate? GiA? No share? ● Membership Database (ft. Adam!) <ul style="list-style-type: none"> ○ Cell restrictions to verify info/prevent typos ○ Fine-tuning unique membership code system <ul style="list-style-type: none"> ■ First, Last, JET year 1, placement ○ Lynn, Adam, & Jeremy to discuss needs/usage (email/slack) <ul style="list-style-type: none"> ■ Meet eventually, too :)
Social (Devyn)	<ul style="list-style-type: none"> ● JETAA Chicago Co-Event - Murder Mystery?? (Looking at Fall) ● BIRDATHON with Michelle - likely summer ● Drive-in Movie? (Float-in Movie??) <ul style="list-style-type: none"> ○ Marymoor, Oak Harbor, Shelton, Others ○ Looking into summer dates; weekends ● Summer event ideas (smaller groups/distanced/following current guidance) <ul style="list-style-type: none"> ○ Mead/brewery/wine tasting (Woodinville?) ○ River float ○ Clam-pai (Sam, please explain if I cannot attend) ● Want to do a survey to see what kind of events people are most interested in going forward
Transitions	<ul style="list-style-type: none"> ● Thanks Cheryl for joining! ● First meeting with Bahia: <ul style="list-style-type: none"> ○ Looking to mainstream event ○ Likely will be in November depending on NatCon ○ Looking for content that is relevant. Please send opinions to Jessica or Lynn.

Advisory (Lynn, Cheryl, Adam, Michelle)	<ul style="list-style-type: none"> •
Software Dev/ Country Rep (Adam)	<ul style="list-style-type: none"> • Some development of the the membership database. Worked on the sign-up form that's attached to it and further defined what needs to happen on the back-end related to figuring out a way to uniquely identify members for merges
Media (Janice)	<ul style="list-style-type: none"> • Facebook Page: Pacific Northwest JET Alumni Association @pnwjetaa <ul style="list-style-type: none"> ○ Transitioned to page! Hooray! ○ Like! Follow! Engage! ○ Confirm links where social is shared ○ Janice will share with Consulate
Newsletter (Denise)	<p>Share things you'd like to feature, please! Links appreciated. Deadline: 2nd Sunday afternoon of each month (Month/Day - Event, link, brief description - email Denise to share details/specific messaging)</p> <ul style="list-style-type: none"> • Walk for Rice Reminder/Boost • Personal content for newsletter <ul style="list-style-type: none"> ○ Video interviews? Topical essays/write ups? 5 mins of ____ • Bento contest (July 11 @ 11 am PDT) w/ JETAABC and JETAAPortland—info going live on June 11
Compliance (Jeremy)	<ul style="list-style-type: none"> •
Brand (Michelle)	<p>Branding Guide created by Jeremy (updated link 03/08) Brand Developer: Michelle Kato (casual/part-time)</p> <ul style="list-style-type: none"> • New email signature template coming from Sam/Jeremy

Good and Welfare - "Exciting life news! Personal schedule reminders. Other fun stuff."

Announcements	<ul style="list-style-type: none"> • Recommendation for those who like ornithology - Birds (Feat. Terrance Williams) by Thomas Sanders • Cats! • JETAA RPG in development!! Ch. 1 coming soon!! • Ethnic Heritage Council: Free presentation on Juneteenth! Link on slack • Kyoto Arts & Antiques experiences • Vindication • Go to Katsu Burger! (unanimously approved)
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Adjournment: 20:20...

Next Meeting Date and Location:
July 8, 2020 | 18:30–19:30 | Zoom

Resources

- [Email Signatures](#)
- [Letterhead](#)
- Inventory (coming soon)
- Contact Directory (coming soon)
- Generic [Zoom background\(s\)](#)