

LONGVIEW SISTER CITY COMMISSION AGENDA

November 12, 2025 - 5:15 PM Regular Meeting

I. Call to Order

Opening remarks and welcome by the Chair.

II. Roll Call

III. Approval of Minutes

Approval of the October 8, 2025 meeting minutes.

IV. Discussion Items

1. Host Family Form & Website Review

- The host family interest form has been provided to the Communications Director.
 - **Next Step:** Confirm that the form is **live on the City website** and functioning properly.
 - Review any submissions received so far (if applicable).
 - Determine next outreach steps. (From prior meeting: We need to follow up to ensure the Google Form is placed on the City website.)
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2. School Outreach - Video Penpal Program

- Review status of the 5th-grade classroom outreach email draft (initial draft prepared previously and well-received).
 - Confirm teacher/classroom interest where responses have been received.
 - Identify initial schools to pilot the program.
 - Discuss timeline for first test video connections.
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3. Korean Sister City Progress

- Progress update regarding new Korean contact **via Bogi**.
 - Status of scheduling a **video meeting** to discuss interest alignment and exchange structure.
 - Confirm whether our liaison role must be filled by a Council member or City staff (email to **Chris Collins** pending for clarification).
 - Discuss next relationship-building steps.
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4. Wako, Japan Program Update

- The March 15-31, 2026 program window has been **cancelled** due to school consolidation in Wako.
 - Wako has expressed interest in a **summer exchange instead**, likely **early to mid-August 2026**.
 - Discussion Items:
 - Confirm proposed August timeframe and request exact dates from Wako.
 - Explore feasibility of Longview sending a delegation **this cycle**.
 - Review considerations regarding whether City-provided funds may support parts of a summer program (e.g., instructional staffing, activities).
 - Host family recruitment planning.
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V. New Business

Open floor for discussion, proposals, and announcements.

VI. Adjournment

Confirm date and time for the next meeting.