

# **Longview Sister City Commission**

**August 12, 2026**

## **AGENDA**

### **I. Call to Order**

5:15 PM -- Opening remarks and welcome by the Vice Chair

### **II. Roll Call**

### **III. Approval of June minutes (no July meeting)**

### **IV. Discussion Items:**

#### **1. Wako, Japan Program Update**

- Updates on Summer 2027 planning - Keiko
- Timeline and key milestones
- Chaperone and student logistics

#### **2. Atomi Program - Keiko**

#### **3. Host Family Recruitment**

- Status of host family outreach efforts
- Review of interest form: <https://forms.gle/NtsqizujeWqUNEmN8>
- Additional recruitment strategies and outreach channels
- Timeline for securing host families
- Stageworks promotion at shows, update

#### **3. School Outreach – Video Penpal Program**

- Longview School District follow-up, Steve/Erin - once school resumes (dates for outreach, athletic/theater contacts)
- Video Pen-Pal Program one-pager, Lars (committee and September delivery)
- Progress and feedback from initial outreach
- Opportunities for connection/ interactions

#### **4. Brochure Committee**

- Committee update, Steve Moon
- Host Family form QR code dissemination
- Brochure placement and refill planning at City Hall and the Library Wako display case

#### **5. Community Connections and Support**

- City reader board, Tammi (POC). Message constraints: 3 lines, about 20 characters per line including spaces.
- Parks and Rec quarterly placement, requirements follow-up
- Rotary Club Early Edition, Russ (confirm August and remaining 2026 presentation dates)
- Grant opportunities and funding pathways/ Budget and needs
- Clarification of roles between City and community partners
- Confirmation of responsibilities and deadlines before the next meeting

**V. Action Items**

- Review of assigned tasks and follow-ups
- Confirmation of responsibilities and deadlines before the next meeting

**VI. New Business, open floor for additional discussion items from members****VII. Adjournment**

Confirm date and time for the next meeting.

**Next Meeting: Wednesday, September 9, 2026, at 5:15 PM.**