

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office at (310) 618-2780. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR35.102-35.104 ADA Title II] Direct questions or concerns to the Torrance Sister City Association Liaison Gia Jordahl, Acting Senior Supervisor at (310) 618-3843.

The Torrance Sister City Association meets on the second Monday of each month at 7:00 p.m. in the West Annex Commission Meeting Room. All meetings are open to the public.

**TORRANCE SISTER CITY ASSOCIATION AGENDA  
MONDAY, SEPTEMBER 12, 2022  
REGULAR MEETING  
7:00 P.M.  
WEST ANNEX COMMISSION MEETING ROOM, CITY HALL  
3031 TORRANCE BOULEVARD, TORRANCE, CA 90503**

**THE TORRANCE SISTER CITY MAY TAKE ACTION ON ANY ITEM LISTED  
ON THE AGENDA**

**1. CALL MEETING TO ORDER**

**ROLL CALL:** Sumi Arnheim, Rae Ann Carr, Brian Diederich, Donna Dunlap, Sindy Kang, Amie Komae, Kevin Lobo, Kathi Matsubara, Gail Roulette, Mayoori Shett, Hazel Taniguchi, Stephanie Ewing-Warner, Karen Wheeler, Werner Willoughby, Alyssa Yamauchi

**2. FLAG SALUTE:**

**3. REPORT OF THE CITY CLERK ON THE POSTING OF THE AGENDA**

The agenda was posted on the Public Notice Board at 3031 Torrance Bl. on Thursday, September 8, 2022 /s/ Rebecca Poirier

**4. ORAL COMMUNICATIONS (Limited to a 15 minute period)**

*This portion of the meeting is reserved for public comment on items on the agenda or on topics of interest to the general public. Under the Ralph M. Brown Act, Commissioners cannot act on items raised during public comment but may respond briefly to statements made or questions posed; request clarification; or refer the item to staff. Speakers under this Public Comment period will have no longer than 1 minutes per speaker. Your comment to the Association meeting will be recorded as part of the meeting. By speaking in the meeting and making public comment during the meeting, you are agreeing to have your comment recorded.*

**6. ADMINISTRATIVE MATTERS**

**6A. Treasurer's Report**

**6B. Staff Liaison Report**

**6C. President's Report**

**6D. Committee Reports**

6D.1 50TH ANNIVERSARY IN TORRANCE: **Donna Dunlap, Aileen Willoughby**

6D.2 HISTORICAL: **Sumi Arnheim, Karen Wheeler**

6D.3 HOSPITALITY: **Ilene Gelbaum**

6D.4 MEMBERSHIP: **Alyssa Yamauchi**

6D.5 NEWSLETTER: **Rae Ann Carr**

6D.6 WEBSITE: **Lori Chong Eurich**

6D.7 ENGLISH TEACHER: **Lori Chong Eurich**

6D.8 PROCEDURES, BYLAWS: **Werner Willoughby**

6D.9 2022 STUDENT EXCHANGE: **Cara Ihde, Donna Dunlap**  
6D.10 ARTISTIC EXPRESSION: **Summer Gray**  
6D.11 NOMINATING COMMITTEE: **Bryce Yamauchi**

**7. OLD BUSINESS**

**8. NEW BUSINESS**

Thank you, Stephanie Ewing-Warner for proving refreshments

**9. ADJOURNMENT**

**9A.** Adjournment of the Torrance Sister City Association Meeting to Monday, October 10, 2022 at 7:00 p.m.

July 11, 2022

**MINUTES OF A REGULAR MEETING OF THE  
TORRANCE SISTER CITY ASSOCIATION**

**1. CALL TO ORDER:**

The Torrance Sister City Association Meeting convened in regular session at 7:08 p.m. on Monday July 11, 2022, in the West Annex Commission Meeting Room.

**ROLL CALL/MOTION FOR EXCUSED ABSENCE**

Present: Karen Wheeler, Butch Ihde, Steven Ihde, Yuki Tsujii, Gail Roulette, Rae Ann Carr, Marilyn Rubin, Kathi Matsubara, Alyssa Yamauchi, Bryce Yamauchi, Lori Eurich, Stephanie Ewing-Warner, Mayoori Shetti, Donna Dunlap.

Absent: Brian Diederich, Sindy Kang (unexcused), Amie Komae, Sumi Arnheim, Werner Willoughby, Hazel Taniguchi, Kevin Lobo (unexcused)

Also Present: Community Services Liaison (acting) Gia Jordahl.

**2. FLAG SALUTE**

The Pledge of Allegiance was led by Kathi Matsubara.

**3. REPORT ON THE POSTING OF THE AGENDA**

Donna Dunlap stated that the agenda for the Torrance Sister City Association was posted on the Public Notice Board on July, 6, 2022.

**4. APPROVAL OF MINUTES: JUNE 13, 2022**

**MOTION:** Gail Roulette moved to approve the Association meeting minutes of June 13, 2022, as submitted. Butch Ihde seconded the motion; a roll call vote reflected 14-0 approval. (Absences as noted in the Roll Call).

**5. TREASURER'S REPORT**

The report was APPROVED as amended by Mayoori Shetti, for correction of year (2022 vs 2023), by Mayoori Shetti after motion by Stephanie Ewing-Warner and second by Rae Ann Carr.

**6. STAFF/LIAISON REPORT**

Gia Jordahl was introduced as the acting City Liaison. She informed us that the new City Community Services secretary is Uyen Fredericks. There will be changed dates for the 50th Anniversary planning meetings between TSCA and the City. Gia is covering for positions/functions that are currently understaffed. Suzie Wand, retired from the City, may volunteer to assist Gia.

**7. PRESIDENT'S REPORT**

The TSCA Student Delegates are in Japan. The various City departments donated gift items for gift bags that could be presented in gratitude for about 30 KIRA volunteers who are assisting the Students in Japan. Included were items such as poppy seeds and paper weights. Each delegate had business card size "thank you" cards to sign and present to people they connected with. Kevin Lobo also wrote a nice letter.

The 50th Anniversary attendees from Kashiwa will include 30 Kashiwa city and KIRA leaders (Group One). Other interested people who want to come to Torrance, and whom TSCA people will host for a small family dinner in individual homes, number 24 so far. The total number of visitors so far: 54.

To see how the Students are doing, Leader Cara Ihde is posting pictures on Homeroom, an online link like Shutterfly for teachers.

The City Council meeting of Tuesday July 14 is to be adjourned "in honor of" Mikko Henson, our recently departed TSCA founding member and benefactor.

## **8. COMMITTEE REPORTS**

### **8.1 50TH ANNIVERSARY IN TORRANCE: Donna Dunlap**

Lori Eurich, Hazel Taniguchi, Donna Dunlap will next meet on 8/10/2022 to plan.

The passing of Mikko Henson has affected the production of the cultural arts show, because that was her project and much information was in her head and not passed on. Eileen Willoughby has agreed to produce the show. First year Student Delegate, Masako Noguchi, has tried to help Donna reconstruct Mikko's contact list, including how to reach the celebrity story-teller who has agreed to perform.

### **8.2 HISTORICAL: Sumi Arnheim/Karen Wheeler**

Karen had no report. A question raised on the ongoing issue of how best to preserve and present our heritage.

### **8.3 HOSPITALITY: Ilene Gelbaum**

Donna reported for Ilene. She will send a card in memory of Mikko Henson. Can she be honored with a tree in the Kashiwa grove, or a bench? Mikko's memorial is 8/13/2022. Can the tree be mentioned in the Seasons publication?

### **8.4 MEMBERSHIP: Alyssa Yamauchi**

There are 137 members. The Directory is being delayed because of changes in City Requirements.

### **8.5 NEWSLETTER: Rae Ann Carr**

Newsletters are coming out today. The next submission deadline is 8/26/2022. The Leader for the 2023 Student Delegates, who was selected pre-Covid, is apparently still interested and so there will be no need to announce an opening for that in the next newsletter.

### **8.6 WEBSITE: Lori Eurich**

No report.

### **8.7 ENGLISH TEACHER: Lori Eurich**

New Teacher Chris Pigao will be in Kashiwa on 8/9/2022. This early arrival will mean more overlap with Brandon and Deanna. Deanna's term will be up next year.

**8.8 PROCEDURES AND BYLAWS: Werner Willoughby**

No report.

**8.9 2022 STUDENT EXCHANGE: Steven Ihde**

The orientation of the Student Delegates differed from the normal content and format this year to reflect their different itinerary. The students did not do a pre-visit report. However, they were trained in train travel, schooled in school visits, and communicated with about cross-cultural communications. They prepared their 20 second introductory speech. They learned about Japanese food from Mikko Henson, who served them in her tatami room in her home. "Flexibility" was the operating principle in the Students' orientation.

**8.10 ARTISTIC EXPRESSION: Summer Gray**

Reported by Lori Eurich. There were 40 submissions from 9 people.

**9. OLD BUSINESS:**

None.

**10. NEW BUSINESS:**

None. Thank you to Karen Wheeler for Refreshments.

**11. ADJOURNMENT:**

Adjournment of the Torrance Sister City Association Meeting to Monday September 12, 2022 at 7:00 p.m. Refreshments will be offered by Stephanie Ewing-Warner.

Subject to Approval