

Distinguished Visitors Committee

Agenda

Thursday, July 27, 2023, 7:00 PM

Ropewalk Conference Room, 2nd Floor, Plymouth Town Hall
26 Court Street, Plymouth, MA 02360

Zoom information:

Join Zoom Meeting Link:

<https://zoom.us/j/92531176258?pwd=bHFGalZ2SW8xZC9vN2xraE53SWp3Zz09>

Meeting ID: 925 3117 6258

Passcode: 864902

Dial by your location

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By Kelly McElreath at 3:23 pm, Jul 25, 2023

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §18, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place which has been extended to March 31, 2023, this meeting will be conducted via remote and in person participation.

This meeting is being recorded.

1) Meeting called to order at _____ PM

2) Old Business:

1) *Vote to approve the previous meeting minutes (6/8/23):*

i) *Moved by:*

ii) *Seconded by:*

iii) *Result:*

2) Review of meeting procedures and protocols

3) Reminder to submit any and all required forms/documents to the Town Clerk (conflict of interest and open meeting law sign-offs)

4) Account update:

i) Incoming funds:

(1) Deposit money from student ambassadors visiting Shichigahama this summer are being made. The final installment (initially due Saturday 7/15, but actually moved to Monday, 7/17) for student ambassadors was reduced to \$396.15. The total balance due was adjusted to \$2,876.15 due to reductions in cost made by the travel agent, and by the \$100 reduction made by this committee at our previous meeting.

- (2) Now that it is the new fiscal year, funds from the three contributing boards should be incoming (School Committee, Visitors Services Board, Select Board). Each board contributes \$5,000 for a total of \$15,000.
- ii) Expenses:
 - (1) Official Town Gifts:
 - (a) Cost of the Town Flag: \$282
 - (b) Mayflower Bell: \$250
 - (c) Mayflower Bell additional plaque: \$62.03
 - (2) Remaining cost for flights after the initial deposit (\$3,200): \$47,618.40
 - (3) Round trip charter bus: Tokyo-Narita airport to Kokusaimura, Shichigahama: \$4,870
 - (4) Group travel insurance (cancellation and medical): \$2,488
 - (5) Expenses to be voted on during new business:
 - (a) Reimbursement for group t-shirts: \$246.85
 - (b) Reimbursement for ice cream/supplies: \$54.25
 - (c) Reimbursement for framing letter: \$37.18
- 5) Update on the student ambassador delegation and teacher chaperones going to Shichigahama (summer 2023):
 - i) The virtual connection over Zoom between the host families in Shichigahama and the Plymouth delegation on Saturday, June 24th at 7:30 PM EST went well. Families from Plymouth and Shichigahama were able to introduce themselves and begin the process of getting to know one another. Families were provided with host families' email addresses to enable further contact prior to the delegation visit.
 - ii) Update from the Ms. Savery regarding the July 24, 2023 Rotary Club meeting attended by select students of the delegation.
 - iii) The fourth and final Orientation meeting for the student ambassadors and other delegation members occurred on Monday, July 24, 2023 at 7:00 PM at the School Department Central Office in the Mayflower Room. Families were informed of further travel details and final arrangements. The delegation also participated in a send-off ice cream social at the meeting, to get to better know one another.
 - iv) Final travel information for the delegation:
 - (1) Depart by School Bus from Plymouth North High School at 9:00 AM on Wednesday August 2, 2023. Bus travels to Boston Logan Airport, where the delegation will be met by

Suzuki from IACE Travel (the travel agency we used to book the flights and travel arrangements).

- (2) JAL Flight 007 departs BOS at 1:30 PM, arrives in Tokyo-Narita airport at 4:15 PM on August 3, 2023 (Japan day/time).
- (3) The delegation boards a charter bus to the Kokusaimura in Shichigahama; the anticipated arrival is 10:00-11:00 PM.
- (4) The delegation follows the itinerary provided by the Kokusaimura.
- (5) The delegation departs from the Kokusaimura on a charter bus on Wednesday, August 9, at 9:30 AM heading for Tokyo-Narita airport. Anticipated arrival at the airport is 2:00-3:00 PM.
- (6) JAL flight 008 departs Tokyo-Narita airport at 6:25 PM (Japan time) on Wednesday, August 9, 2023; arrives at Boston Logan airport at 6:25 PM (EST) on Wednesday, August 9, 2023.
- (7) School bus meets the delegation at BOS by 6:45 PM and brings students back to PNHS.

- 6) Update regarding updating this committee's Charter from Mr. Levin
- 7) Discussion regarding defining payment mechanisms and the role of this committee in helping future student delegations raise funds

3) New Business:

1) Account information:

- i) The cost of the School bus to/from Plymouth North High School was contributed by the School Department. This expense was discussed with the School Department in advance, but there was confusion about who should pay for it, due to the fact that in years past this was always covered by the School Department (under Dr. Maestas). The School Department decided to cover this cost for this year as well, but has notified us that they will not cover the cost going forward, since they deem it to be an expense that this committee should be covering.

ii) ***VOTE to reimburse Andrew Loretz for \$246.85 spent on t-shirts for the delegation to wear during travel days:***

(1) Moved by:

(2) Seconded:

(3) Result:

- iii) **VOTE to reimburse Vicky Shay \$54.25 for funds spent on supplies for the send-off ice cream social for the delegation on July 24, 2023:**
 - (1) **Moved by:**
 - (2) **Seconded:**
 - (3) **Result:**
- iv) **VOTE to reimburse Len Levin \$37.18 for framing the letter accompanying the “Of Plimoth Plantation” official gift:**
 - (1) **Moved by:**
 - (2) **Seconded:**
 - (3) **Result:**
- v) Facilitating and supporting family/student-arranged fundraising efforts:
 - (1) Many students will now wind up with overpayments for the trip after price adjustments were made and due to their own fundraising efforts.
 - (2) Funds raised by the student ambassadors’ families were put into their own collective joint account for the trip.
 - (3) As far as the chair is aware, no one has reached out to contribute any donations (either due to the PAC-TV PSA or through the Chamber of Commerce).
- vi) The PAC-TV PSA to help get donations:
 - (1) Ms. Savery attended a filming for a PSA on Friday, June 9, 2023. Link to view the PSA video on YouTube: <https://youtu.be/qeUq4QsBVw0>
 - (2) PACT-TV would like to do a story on this summer’s delegation visit. We might need some members from this committee, current and previous delegations to be filmed discussing this process and its importance for our students and town. We are waiting to hear further details.
- 2) Update on the official gift(s) to Shichigahama to send with the delegation traveling this summer from Mr. Levin and the members of the Gift Sub-committee.
 - i) At the previous meeting Ms. Savery reported that Poetry Books as well as the Massachusetts History textbook will be donated by the School Department. Do we have those ready to go for the trip?
- 3) Unofficial Gift Idea of postcards from See Plymouth (Ms. Harris and Ms. Strawn)
 - i) Mr. Loretz will obtain these from Ms. Harris and distribute to the students.

- 4) Items not reasonably anticipated by the chair
- 4) Next meeting date:**
 - 1) Tentatively Thursday, August 10th at 7:00 PM at Town Hall in the Ropewalk Conference Room
- 5) Meeting adjourned at _____PM**
 - 1) *Moved by:*
 - 2) *Seconded by:*
 - 3) *Result:*