

Distinguished Visitors Committee

Agenda (revised 9/30/23)

Thursday, October 12, 2023, 7:00 PM

Ropewalk Conference Room, 2nd Floor, Plymouth Town Hall

26 Court Street, Plymouth, MA 02360

Zoom information:

RECEIVED

By Kelly McElreath at 12:52 pm, Oct 02, 2023

Join Zoom Meeting

<https://zoom.us/j/91695052683?pwd=dTJXNDIMSVRZWETKOE4wTnphcFcxQT09>

Meeting ID: 916 9505 2683

Passcode: 538164

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) Reorganizing the committee:
 - 1) *Vote to appoint a new chair of the committee:*
 - i) _____ *nominated* _____
 - (1) *Seconded by:*
 - (2) *Votes for:*
 - (a)
 - (3) *Abstentions:*
 - (a)
 - (4) *Votes against:*
 - (a)
 - (5) *Result:*
 - ii) *If needed:* _____ *nominated* _____
 - (1) *Seconded by:*
 - (2) *Votes for:*
 - (a)
 - (3) *Abstentions:*
 - (a)
 - (4) *Votes against:*
 - (a)
 - (5) *Result:*

2) Vote to appoint a new vice chair of the committee:

- i) _____ nominated _____**
 - (1) Seconded by:**
 - (2) Votes for:**
 - (a)**
 - (3) Abstentions:**
 - (a)**
 - (4) Votes against:**
 - (a)**
 - (5) Result:**
- ii) If needed: _____ nominated _____**
 - (1) Seconded by:**
 - (2) Votes for:**
 - (a)**
 - (3) Abstentions:**
 - (a)**
 - (4) Votes against:**
 - (a)**
 - (5) Result:**

3) Vote to appoint a new clerk of the committee:

- i) _____ nominated _____**
 - (1) Seconded by:**
 - (2) Votes for:**
 - (a)**
 - (3) Abstentions:**
 - (a)**
 - (4) Votes against:**
 - (a)**
 - (5) Result:**
- ii) If needed: _____ nominated _____**
 - (1) Seconded by:**
 - (2) Votes for:**
 - (a)**
 - (3) Abstentions:**
 - (a)**
 - (4) Votes against:**
 - (a)**
 - (5) Result:**

4) Vote to include or create any other positions/roles, such as treasurer, outreach, etc.?

3) Old Business:

1) *Vote to approve the previous meeting minutes (9/14/23):*

i) Moved by:

ii) Seconded by:

iii) Votes for:

(1)

iv) Abstentions:

(1)

v) Votes against:

(1)

vi) Result:

2) Review of meeting procedures and protocols

3) Update on the delegation that visited Shichigahama this past August (summer 2023):

i) Update by Ms. Savery on a donation by the Rotary Club

4) Account update:

i) Incoming funds:

(1) Have the Select Board or School Committee made their FY24 contribution of \$5,000 to the committee's account yet? According to the most recent account spreadsheet and information from the Finance Department, it seems as though they have not yet.

ii) Expenses:

(1) The reimbursements to the families from the 2023 delegation came out of the account, totalling \$571.91.

iii) Overall status of account:

(1) The most recent figure for the account balance is \$64,539.07 as of 9/14/23.

5) Planning the Shichigahama delegation's visit during the summer of 2024:

The following should be considered as this committee prepares (these questions/responses are copied from the 9/14/23 meeting minutes as a reminder of what items will need to be addressed soon, and to help guide the conversation):

i) What dates and how long will their delegation visit during? Is there a particular date range/length we would like to encourage?

(1) Summer, particularly August, works best for us

(2) Mr. Canty noted this committee could reverse-engineer an itinerary based off the itinerary planned for the 2023 Plymouth delegation.

- ii) What is the size of the delegation (students, teacher chaperones, town officials/VIPs)?
 - (1) It was agreed that it would be good to match the same numbers sent as part of the 2023 Plymouth delegation's student ambassadors (10) and teacher chaperones (2); but to increase the number of VIPs since they did not get to come in 2020 (we sent 4). Their delegation also requires several interpreters (that will automatically necessitate a greater expense for housing VIPs and translators, also known as CIRs).
- iii) Who will the elected officials/VIPs include, and have any of those individuals been here already (and if so, when)?
 - (1) As stated above, the number of VIPs should increase since they did not get to come in 2020. They also need interpreters - so that will automatically necessitate more expense for housing VIPs and translators (CIRs). The exact titles and positions would be determined as planning occurs and dialogue with the Kokusaimura about who is available.
- iv) Where will town officials/VIPs be housed?
 - (1) A local hotel or B&B in the downtown area would be best, since this will greatly reduce the need for transportation (and therefore reduced transportation costs).
- v) Host families for student ambassadors and teacher chaperones should begin to be secured.
 - (1) We can encourage former Plymouth delegation members' families or former host families to volunteer for this, especially if they have a connection with any of the Japanese delegation members visiting.
 - (2) It was settled that by this committee's November meeting, a plan to secure host families should be in place and begin to be implemented.
- vi) How will we transport the delegation to/from the airport, as well as during itinerary items to be attended just by the elected officials/VIPs?
 - (1) A school bus would be best to/from Boston Logan airport for the whole delegation.
 - (2) Most other transportation for students and teachers would be the responsibility of host families.
 - (3) Transportation for VIPs could include limos or chartered drivers, especially for closeby events.

- vii) What has this committee done in the past that worked well, and what did not?
 - (1) Known itinerary items that went well:
 - (a) Dinner at Plymouth Bay Winery for VIPs
 - (b) Baseball games either at Fenway or Pawtucket Red Sox
 - (c) Visiting Plimoth-Patuxet Museum
 - (d) Beach outings
 - (e) Educational summit
- viii) How can we ensure that the town at large knows about the delegation's visit, and provide an open, welcoming environment during their stay?
 - (1) Sending press releases to the Old Colony Memorial and Plymouth Independent and other media outlets, such as the "Stroll" in Pinehills, PAC TV, announcements from the Town Manager and Select Board members, and EdTV.
 - (2) It was emphasized that the committee start as early as possible with all community outreach and marketing.
 - (3) It was noted that it might be nice to host a gathering on the waterfront to have any one who was previously involved with the sister-town relationship or delegation visits greet the 2024 Shichigahama delegation.
- ix) As much as possible, donations or price reductions should be sought for transportation, itinerary items, events, and meals.

4) New Business:

- 1) Continued planning for hosting the 2024 Shichigahama delegation:
 - i) Deciding on action items and roles members can take to facilitate planning before the November meeting
- 2) Items not reasonably anticipated by the chair:
 - i)

5) Next meeting date (tentative only, this needs to be booked or confirmed by the Assistant to the Town Manager): Thursday, November 9th at 7:00 PM in the Ropewalk Conference Room on the 2nd Floor of Plymouth Town Hall

6) A VOTE was taken to adjourn at _____ PM:

- 1) **Moved by:**
- 2) **Seconded by:**
- 3) **Result:**