

## JETAA Board Meeting 10/30/2018

### A. Meg brought up two things at the beginning.

#### 1. Job Fair

- a. Katsu Uno shared info on LinkedIn.
- b. There are two flyers.
  - i. One for candidates who can participate.
  - ii. Lily made two flyers for companies.
- c. Both flyers aren't candidate-g geared.
- d. Companies are looking for bilingual or Japanese-related candidates.
- e. Alicia to re-write email.
- f. Job fair is being opened to the public.
  - i. There will be an outreach to JMCU.
- g. People interested in working in Japan or knowledgeable about Japan are being sought.
  - i. Lily will modify flyers for candidates.
- h. Top post on web site to be a signup link.
  - i. It will be next to the navigation and part of an announcement.
  - ii. Meg to email list of what needs to be on the flyer to Lily.
- i. Facebook post pricing for job fair post
  - i. You can choose target audience and boost to anybody.
  - ii. JETAA to spend—→Bill to get to back within a week regarding cost outlay.
- j. Job Fair Outreach
  - i. Locations: Windsor, Marysville, Chicago, and any Japanese-related enterprise in metro Detroit.

#### 2. Dates/Location of Karaoke and Bonenkai

- a. 12/9 at 3pm at Tomo in Troy, MI.

### B. Other Matters

1. Chris Vornheder was voted in as secretary.
2. Adam Wolf will pull up Great Lakes JETAA page on LinkedIn.
3. Chris Vornheder will own newsletter.
  - a. One board member will give Chris login info.
4. Shinnenkai
  - a. Daniel Stone volunteered to help out in Columbus area.
  - b. Meg to let Jen and Dan to work it out.
  - c. It will be in January 2019 and in Ohio.
5. Newsletter
  - a. Chris and Lily worked on it.
  - b. Chris still needs access to some things.

6. Debbie Kim
  - a. Committees and sub-committees
  - b. A suggestion was made to bring in US JETAA executives to teach effective leadership
    - i. Meg to follow up on leadership program.

7. Alicia to work on contact info.
  - a. How to set up an online rolodex
    - i. Google Sheets

C. To Do List

1. Meg-reach out to contact different organizations regarding job fair; look up leadership workshop
2. Alicia and Meg-finalize candidate email; work on Google Sheets rolodex
3. Lily-candidate flyer; update Bonenkai event
4. Jen-get back regarding Shinnenkai
5. Bill-Facebook money expenditure
6. Chris-get logged into everything and reach out to Alicia; newsletter and meet with Lily regarding newsletter
7. Alicia-look deeper into Facebook posting and try to find people to join LinkedIn group