

GLADSTONE SAIKI SISTER CITY ADVISORY COMMITTEE MEETING MINUTES

Date: 16 October 2025

Time: 4:45pm - 6.00pm

Location: Philip Street Communities and Families Precinct

MEETING MINUTES

Meeting Open: 4:55pm

| 1. Acknowledgement to country | |
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| Chris Moore | |
| 2. Committee Acknowledgments | |
| 2.1 Attendees | Cr Leanne Patrick, Chris Moore, Yukiko Moore, Cr Simon McClintock, Garry Scanlan, Mayumi Rey du Boissieu, Barry Meiring, Robbina Cupitt, Chris Moore, Melissa French |
| 2.2 Apologies | Jaclyn Iwasaka, Bev Fellows, Carolina Bocos, Maureen Mason, Peter O'Dwyer, |
| 2.3 Guests | N/A |
| 3. Declaration of Conflict of Interest | |
| 3.1 Committee members to disclose | N/A |
| 4. Confirmation of Minutes | |
| 4.1 Minutes of previous meeting | Minutes from 21 August 2025 confirmed Moved: Robi Cupitt Seconded: Chris Moore |
| 5. Presentations | |
| 5.1 Presentations | N/A |
| 6. Committee Correspondence | |
| 6.1 Incoming | <ul style="list-style-type: none"> Mayor of Saiki and Bonsai House Naming |

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| 6.2 Outgoing | <ul style="list-style-type: none"> N/A |
| 7. Standing Business Items | |
| 7.1 30th Anniversary Project Update | <ul style="list-style-type: none"> No project meeting tonight Update to be provided at the next meeting when Chairperson returns waiting on advice from Saiki regarding dates for visit before plans put in place. |
| 7.2 Bonsai House Opening | <ul style="list-style-type: none"> Sunday 26 October is the Official Opening of Bonsai House VIP Invitation to be sent to committee for 10am Yujo will be the name of the house overall – meaning friendship Name of Bonsai Exotic species room area to be named Myreeba - ‘leaves of the future’. There will also be another room area with indigenous focused bonsai room. The native plant room will be called Dayja – meaning food, country and ground as named by the traditional owner group Barry will follow up to arrange the appropriate signage |
| 8. Other Business Items | |
| 8.1 2026 Saiki Committee Expression of Interest Update | <ul style="list-style-type: none"> Have received 3 EOI from new members EOI is open until 24th October – please share with networks Any current member wishing to return please send email to secretary |
| 8.2 Sister City exchange in Central Highlands | <ul style="list-style-type: none"> Garry gave an update on current exchange program at Central Highlands CH currently have a long standing sister city relationship - over 30 years Current exchange program has been recommenced and is council run via EOI process Council offers \$1000 bursary to students who will raise the remainder of the funds for the trip Currently send 6 students Council arranges directly with the Sister City program in Japan 2 chaperones are provided (council officers) Students present a report to Council upon their return Secretary will forward the email from Garry to the committee with further information for discussion at next meeting |

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| | <ul style="list-style-type: none"> May tie in well with next year's 30th Anniversary celebrations |
| 8.3 November AGM and report to Council | <ul style="list-style-type: none"> Committee discussed options for AGM, AGM will be held on 20th November at Maxine Brushe End of year celebration will be held in conjunction with AGM AGM will confirm new committee members, president and vice president for 2026 Catering will be delivered Committee invited to come to Council general meeting on 2 December to view Saiki report delivered. Also, this is available on Facebook at GRC TV |
| 9. Close of Meeting | |
| 9.1 Meeting closed at 6.10pm | Next meeting – 19 February, Philip Street Precinct |

2025 CALENDAR OF PROJECT ACTIONS

| Date | Actions | Person responsible | Progress to Date |
|-------|---|--|---|
| March | Invite Japan consular general to Bonsai Day Event | Secretary to follow up with President and Barry from TBG | Completed Time does not allow – will reschedule for future |
| April | Childrens Day Event 5 April | Speaker and Volunteers, Secretary, | Completed |
| | Schol Visit 29 April (12-2:30) | Need volunteers - Secretary to arrange | Completed |
| | Meet with GRC Economic Development team | Garry, Kristy, Jac | Completed Update at meeting in May |
| | Ascertain if Mayor received letter from Consular general before Saiki Committee respond with thank you letter and or gift | Cr McIntock Follow u with Sha (Melissa) | Completed, Cr Patrick sending thank you letter |
| | EOI for Luminous: Source assistance from other volunteers | Mel/Jac | commenced |
| | EOI for 30 th Anniversary Project Team – meeting request sent for after Saiki meeting | Mel/Jac | commenced |
| May | Saiki School 9 May (9-2:30) | Need volunteers – Secretary to arrange | completed |
| | Committee meeting 15 May: Update on Economic Development opportunities for Saiki Committee | GRC | Ongoing (no further information at this time) |
| | Discuss option for Cultural and sporting opportunities from Olympics | Jaclyn follow up with S & T | |
| | Invite TIQ to Saiki Meeting | Secretary to follow up with President | |

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| June | Intercity Images Feedback: Discuss framework for eligible photo use and alignment with Corporate and environmental values, Reduce to 10 photos instead of 30 | Secretary to follow up Provide recommendations to GRAGM from Saiki City | |
| July | Luminous | | |
| August | 30 th Anniversary Celebration Planning Start Planning - set a date to brainstorm Discuss Intercity Image Winner Attending 30th Celebration | | |
| September | Multicultural Festival | Awaiting further advice | |
| October | | | |
| November | AGM | | |
| December | Annual Report | | |

CONFIRMED 2025 COMMITTEE MEETING DATES

The Gladstone Saiki Sister Advisory Committee meetings are held on the 3rd Thursday of each month from February to November.

The venue for these meetings is the Philip Street Communities and Families Precinct Gladstone Ngallil Building, unless otherwise changed by Committee vote.

Time held: 4:45pm - 6pm 2025

| January | February | March | April | May | June |
|------------|----------|-----------|--------------------|------------|------------|
| No Meeting | 20th | 20th | 17 th * | 15th | 19th |
| July | August | September | October | November | December |
| N/A | 21st | 18th | 16th | 20th (AGM) | No Meeting |