



Our Vision

Red Wing thrives as a vibrant, creative river town that values its natural environment, welcomes all people, and unlocks opportunity for everyone.

Our Mission

We strive to create a sustainable, healthy, accessible, resilient, and equitable community where every person feels at home.

Meeting Announcement and Agenda Sister Cities Commission Workshop Community Development Building, 419 Bush Street, Red Wing, MN Wednesday, June 24, 2026, at 5:15 PM

1. Roll Call

2. Public Comment

This period is reserved for public comment on matters not on the agenda. If a public comment is desired on an agenda item, please inform the presiding office (Chair) or Executive Director before the meeting begins. Otherwise, be prepared to promptly seek recognition when the agenda item is considered.

3. Workshop Items

- 3.A. Resignation of Commissioner, Sheena Whitlock - See attached e-mail
- 3.B. Finance Report and Ikata Student Fundraising Update
- 3.C. Ikata Student Exchange Update: Final arrangements, fundraising, final payments, plans for students while in Red Wing, gifts/student gift bag status, meals/public events update, tree planting, parade plans, River City Days Tent, etc. Discuss any needs the committee has for the remainder of the commission.
- 3.D. Quzhou Friendship Delegation Visit - Still no official decision has been made. Tao has indicated Quzhou could plan for us if given 2-3 months notice. I anticipate a final decision from the Mayor will be coming by our July meeting.
- 3.E. Quzhou - Request for our involvement in a collage they will display during an 18th annual sporting event for the province. Quzhou is hosting this event and wants to do something special to welcome those involved. As their Sister City, they would like it to be a joint collage. We will be writing the word "Courteous" in Chinese on a piece of paper, and then I will take photos of each commission member to send to China. They will be combining these into a collage with those from China. Lisa has an example of the chinese writing of the word.

4. Adjournment

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.

Acker, Lisa

From: Sheena <05whit@gmail.com>
Sent: Monday, June 8, 2026 2:15 PM
To: Acker, Lisa
Subject: Resignation from Red Wing Sister Cities Board

Dear Red Wing Sister Cities Board Members,

I am writing to formally resign from my position as a board member of the Red Wing Sister Cities, effective immediately.

My family and I will be relocating out of state, and as a result, I will no longer be able to regularly attend meetings or fulfill my responsibilities as a board member. While this decision was not made lightly, I believe it is in the best interest of the organization to step aside so that the board can continue its important work with active local participation.

I am grateful for the opportunity to serve alongside such dedicated individuals and to support the mission of fostering international friendship and cultural exchange. It has been a privilege to be involved with the organization, and I have truly valued the experiences, relationships, and community connections gained during my time on the board.

Thank you for your support and friendship. I wish the organization continued success in the years ahead.

Sincerely,

Sheena Whitlock

		Dereck	Tanner	Torrey	Piper	Hazel	Lillan	Kelly - Chap	Total	
Family Fare 1/24	\$ 551.56			\$ 137.89	\$ 275.78	\$ 137.89			\$ 551.56	
Family Fare 1/25	\$ 301.97					\$ 150.98	\$ 150.99		\$ 301.97	
Family Fare 2/21	\$ 444.47		\$ 74.07	\$ 148.16		\$ 74.08		\$ 148.16	\$ 444.47	
Family Fare 2/22	\$ 334.78					\$ 167.39	\$ 167.39		\$ 334.78	
Family Fare 3/7	\$ 586.77		\$ 146.70	\$ 293.38		\$ 146.69			\$ 586.77	
Family Fare 3/8	\$ 407.31		\$ 203.65	\$ 203.66					\$ 407.31	
Family Fare 4/3	\$ 305.80			\$ 101.93		\$ 101.93		\$ 101.94	\$ 305.80	
Family Fare 4/4	\$ 766.71	\$ 153.35			\$ 153.34	\$ 153.34	\$ 153.34	\$ 153.34	\$ 766.71	
Family Fare 5/10	\$ 399.65	\$ 199.82				\$ 199.83			\$ 399.65	
Family Fare 5/9	\$ 530.38	\$ 132.60		\$ 132.59		\$ 132.59	\$ 132.60		\$ 530.38	
Family Fare 5/23	\$ 469.70	\$ 78.29			\$ 156.58	\$ 78.29		\$ 156.54	\$ 469.70	
Family Fare 5/24	\$ 390.32				\$ 130.11	\$ 130.11		\$ 130.11	\$ 390.33	
Family Fare 5/30	\$ 267.60	\$ 133.80			\$ 133.80				\$ 267.60	
Family Fare 5/31	\$ 189.15				\$ 94.57		\$ 94.58		\$ 189.15	
Family Fare 6/13	\$ 292.45	\$ 146.23	\$ 146.22						\$ 292.45	
Family Fare									\$ -	
RW Elks Donation 3/26	\$ 600.00	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.72	\$ 85.68	\$ 600.00	
Aliveo Learning Cen 4/6	\$ 4,000.00	\$ 666.67	\$ 666.67	\$ 666.67	\$ 666.67	\$ 666.66	\$ 666.66		\$ 4,000.00	
Sargents 4/22/2026	\$100.00	\$ 16.66	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.67	\$ 16.66		\$ 100.00	
American Legion 4/22/26	\$3,000	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00		\$ 3,000.00	
Noontime Kiwanis 4/28/26	\$600	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00		\$ 600.00	
Rotary Foundation 5/14/202	\$400	\$ 66.67	\$ 66.66	\$ 66.67	\$ 66.66	\$ 66.67	\$ 66.67		\$ 400.00	
Redman Club 5/11/2026	\$500	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.33	\$ 83.34	\$ 83.34		\$ 500.00	
Lions Club (coming)	\$600	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00		\$ 600.00	
Sub-total Bagging & Donations	\$ 16,038.62	\$ 2,463.14	\$ 2,189.69	\$ 2,636.67	\$ 2,563.23	\$ 3,092.18	\$ 2,317.95	\$ 775.77	\$ 16,038.63	
Family contribution		\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ 1,500.00	
									\$ -	
									\$ -	
Sub-total from families		\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ 250.00	\$ -	\$ 1,500.00	
Sub-total of all funds		\$ 2,713.14	\$ 2,439.69	\$ 2,886.67	\$ 2,813.23	\$ 3,342.18	\$ 2,567.95	\$ 775.77	\$ 17,538.63	
Tour estimate		\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 525.00	\$ 3,675.00	
Plane tickets (insurance & fee)		\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 3,095.09	\$ 21,665.63	flight
Insurance		\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 26.00	\$ 182.00	
Estimated cost of trip		\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 3,646.09	\$ 25,522.63	
Tour Actual										
Total Actual Cost of Trip										
Chaperone Grant From Reserve Funds or General Budget (\$2500 max)								\$ 2,870.32	\$ 3,000.00	This will come from our 248 reserve fund
Amount due before departure		\$ 932.95	\$ 1,206.40	\$ 759.42	\$ 832.86	\$ 303.91	\$ 1,078.14	\$ -	\$ 5,113.68	
\$500 SSC Scholarship (approved 5/27/2026 mtg)		\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00	\$ 500.00		\$ 3,000.00	
Total amount needed prior to departure with scholarship from SSC		\$ 432.95	\$ 706.40	\$ 259.42	\$ 332.86	\$ (196.09)	\$ 578.14	\$ -	\$ 2,113.68	

Red Wing Sister Cities Commission Financial Report -June 2026

	101 Account - General Fund			248 Account - Sister Cities	
	<u>Budget</u>	<u>Actual</u>		<u>Goal</u>	<u>Actual</u>
Income			Income		
From General Fund	\$ 5,000.00	\$ 5,000.00	Student fundraising 2026 (bagging)	\$ 7,500.00	\$ 6,238.62
			2026 Donations	\$ 6,000.00	\$ 9,800.00
			Carry over from previous fundraising & City transfers	\$ 25,614.10	\$ 25,614.10
			Downpayments and add'l payments from families	\$ 1,500.00	\$ 1,500.00
			Money returned to families (excess funds raised)		
Total Income	<u>\$ 5,000.00</u>	<u>\$ 5,000.00</u>		<u>\$ 40,614.10</u>	<u>\$ 43,152.72</u>
Expenses - General			Expenses - General		
Young Artist Showcase Prize	\$ 750.00	\$ 250.00		\$ -	\$ -
Young Artist Expenses	\$ 100.00	\$ -		\$ -	\$ -
River City Days Parade	\$ 200.00	\$ 41.98 (chopsticks)		\$ -	\$ -
Postage & Copying	\$ 100.00			\$ -	\$ -
Misc. Expense	\$ 500.00	\$ 122.23 (\$71.05 for pool car use)		\$ -	\$ -
Total General Expense	<u>\$ 1,650.00</u>	<u>\$ 414.21</u>		<u>\$ -</u>	<u>\$ -</u>
Expenses - Ikata			Expenses - Ikata		
Chaperone Background Check	\$ 75.00		Airfare & travel agent fees & Insurance	\$ 14,000.00	\$ 21,847.63
Gifts sent with Chaperone	\$ 200.00	\$ 133.95 (Puzzles)	Tour	\$ 4,200.00	\$ 3,675.00
Welcome Event & Farewell Picnic	\$ 850.00		Chaperone Subsidy**	\$ 2,500	\$ 2,827.46
Tree Planting	\$ 325.00		Student Subsidy*	\$ 1,500	\$ 3,000.00
T-shirts	\$ 100.00	\$ 31.95 students			
Miscellaneous (tickets, events, student gift bags, etc)	\$ 800.00	\$ 107.32 (luggage tags& clay bowls)			
Total Ikata Expense	<u>\$ 2,350.00</u>	<u>\$ 273.22</u>		<u>\$ 22,200.00</u>	<u>\$ 31,350.09</u>
Expenses - Quzhou					
Delegation to Quzhou (gifts, etc.)	\$ 1,000.00		Additional Quzhou expenses	\$ 3,000.00	
Total Quzhou Expense	<u>\$ 1,000.00</u>	<u>\$ -</u>		<u>\$ 3,000.00</u>	<u>\$ -</u>
Total All 101 Expenses	<u>\$ 5,000.00</u>	<u>\$ 687.43</u>	Total All 248 Expenses		
Balance of 101	<u>\$ -</u>	<u>\$ 4,312.57</u>	Balance of 248		<u>\$ 11,802.63</u>

6 students and 1 chaperone = 2026 Ikata Exchange

** This is a combination of funds donated, raised and transferred from the GF since 2020, figure provided by finance 2/3/2026

* Student subsidy is a "scholarship" of up to \$250 per student if fundraising falls short

Acker, Lisa

From: Ikata CIR ikata.cir@gmail.com
Sent: Tuesday, June 9, 2026 12:01 AM
To: Ashlyn Werner; Tammy Jaynes; Renee Kreye; Danielle DeWitt; Austin Knott; Acker, Lisa;
Kim Clancy; Sheena; ingrid hokanson
Subject: Japan Itinerary and Tour Itemization

Hello everyone,

Below is the Japan tour itinerary and cost. Unfortunately, inflation has been at work in Japan and, as such, prices have risen - the tour costing about ¥3000 / person more than last year. Otherwise, the itinerary is almost identical to previous years; the principal difference this year being an extra hotel night in Matsuyama which will allow us a later ferry departure and therefore a more leisurely morning in Hiroshima. This additional night and travel within Matsuyama will be covered by the IIEA and are, consequently, not included in the itemization below.

Regarding the hotels, breakfast is included at each lodging and all rooms will be individual rooms except for the ryokan in Kyoto. In Kyoto, the students will sleep 3 to a room (according to their sex) whereas chaperons will have individual rooms.

Please let me know if you have any questions or concerns.

525
= # 3675
(3647.84)
521.12
as of
6/19

Itinerary:

- **Sunday, 7/19:** Arrive at Haneda Airport (13:05) → Monorail to Hamamatsu Station, Check in to Chisun Hotel (<https://www.solarehotels.com/hotel/tokyo/chisunhotel-hamamatsucho>)
- **Monday, 7/20:** Breakfast at the hotel → Local train to Tokyo Station; Bus Tour (9:00 – 13:00) of Asakusa-Kannon / Senso-ji (<https://www.senso-ji.jp/english/>), Tokyo Tower, and Kokyo Gaien National Garden (with English speaking tour guide) → Possible excursion to Akihabara → Local train to Chisun Hotel to get bags → Local train to Shinagawa → Bullet Train to Kyoto (16:01 – 18:09) → Check into Matsumoto Ryokan (<http://matsumoto.kyoto-ekimae.com/english/>)
- **Tuesday, 7/21:** Breakfast at Ryokan → Bus tour (10:00 -15:30) of Kiyomizu-dera (<https://www.kiyomizudera.or.jp/en/>), Kinkaku-ji (<https://www.shokoku-ji.jp/en/kinkakuji/>), and Ginkaku-ji (<https://www.shokoku-ji.jp/en/ginkakuji/>) → Return to Matsumoto Ryokan (<http://matsumoto.kyoto-ekimae.com/english/>) → Bullet Train to Hiroshima (17:02 to 18:46) → check into Hotel Hokke Club (<https://global.hokke.co.jp/hiroshima/en/>)
- **Wednesday, 7/22:** Breakfast at the hotel → Walk to Peace Park and Atomic Bomb Dome → Walk to Okonomi-mura for lunch (<http://www.okonomimura.jp/foreign/english.html>) → Back to hotel for bags → Street Car to Hiroshima Port → Ferry to Matsuyama (15:05 - 17:47) → Check into Hiyori Hotel (<https://matsuyama.hiyori-hotel.jp/>)
- **Thursday, 7/23:** Breakfast at the hotel → Sightseeing in Matsuyama (Ikata students will travel from Ikata and meet us in the morning) → Bus to Ikata

- **Friday, 7/24 - Wednesday, 7/29:** Homestay in Ikata
- **Thursday, 7/30:** Depart Ikata (both groups together) (8:10) → NH-590 to Haneda (11:25) → DL-120 to MSP (16:05)

Cost Itemization:

Item	People	Cost / Person (¥)	Total (¥)
Chisun Hotel (Tokyo)	7	12,970	90,790
Matsumoto Ryokan (Kyoto: students – three per room)	6	13,600	81,600
Matsumoto Ryokan (Kyoto: chaperon – single room)	1	14,700	14,700
Hotel Hokke Club (Hiroshima)	7	13,400	93,800
JR Base Fare, Tokyo → Hiroshima	7	11,880	83,160
JR (Bullet Train) Express Fare, Tokyo → Kyoto	7	6,010	42,070
JR (Bullet Train) Express Fare, Kyoto → Hiroshima	7	5,340	37,380
Ferry	7	5,800	40,600
Tokyo Bus Tour	7	6,300	44,100
Kyoto Bus Tour	7	6,900	48,300
Agents' Fee	7	1,100	7,700
Total	6 students + 1 chaperon	$(83,300 \cdot 6) + (84,400 \cdot 1)$	584,200

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Andrew Brady Johnson
Ikata Coordinator for International Relations
愛媛県伊方町役場

礼

Tao Peng

sister city Red Wing, MN. USA