

**SISTER CITY COMMITTEE  
AGENDA**

**Thursday, 17 February 2011  
7:00 P.M.  
Multipurpose Room**

- I. Call to Order
- II. Minutes
- III. Budget Update
- IV. Priorities
  - A. Education
    - a. Exchange Student efforts
  - B. Publicity
- V. "Friends"
- VI. Jazz Festival
- VII. Dolyna Days Here and There
- VIII. New Business
- IX. Adjourn

**SISTER CITY COMMITTEE**  
**13 December 2010**  
**MINUTES**

**Call to Order**

Chair Jim Hohensee called the meeting to order. Present: Vice Chair Carole Mosher, Vera Glywa, Cleo Simmonds, Dick Bills, and Cindy Dwigans. Also present: Ivan Novikov and Julie Matskevych. Staff: Chris Engel.

**Minutes**

Minutes from November 8, 2010 were approved.

**Education**

Carole reported the student reception went very well. The room space was more conducive to small group discussion and November has seemed to work well because it is the beginning of the school year. She suggested future receptions should continue that practice.

Carol also reported she has spoken with the representative that facilitates foreign exchange programs and there will be a student from Ukraine coming next year if a home-stay is located. There is an article addressing the need in the January Village Voice and the homes associations will be engaged shortly after then.

**Publicity**

Chris reported the new city website will be active by the end of the year and committee chairs will have the ability to update the content.

Jim reported an 18"x24" sign is \$65. The sign will feature a crossed-flag emblem and he will be checking with Rod for a logo graphic and also with Public Works for their approval of the size. Jim is also working on a publicity flyer that includes the history of our relationship with Dolyna.

Vera shared a few items of tchotchke that the logo could be screened onto. The committee discussed the usefulness of the items and the ease of transporting them to Ukraine. **Dick moved Vera purchase 250 magnifying glasses with the slim profile with the appropriate logo affixed in the amount of approximately \$255. Vera seconded and the motion carried.**

**"Friends" Update**

Dick reported there are two new members of the steering committee - Theresa Sullivan and Barbara Dolci. They will have their first meeting on a Monday in January.

**New Business**

Jim moved that up to \$625 be allocated to register Cindy Dwigans for the 2011 Sister Cities Conference. Dick seconded the motion and it carried.

Jim moved to recommend the Mayor appoint Ivan Novikov and Julie Matskevych as student representatives on the committee. The motion was seconded and carried.

The January meeting will be held on Saturday, January 8<sup>th</sup> at 6.00pm at The Blue Moose.

Jim Hohensee  
Chair

**SISTER CITY COMMITTEE  
20 December 2010  
MINUTES**

**Call to Order**

Chair Jim Hohensee called the meeting to order. Present: Vice Chair Carole Mosher, Vera Glywa, Cleo Simmonds, Bob McGowan, Rod Atteberry and Phil Monnig. Staff: Chris Engel.

Due to the cost of the key chains getting too expensive the committee discussed other items to purchase before the end of the year. It is projected there will be about \$550 left in the budget.

**Rod moved up to \$240 be spent on the magnifiers. Bob seconded and the motion carried.**

**Phil moved up to \$240 be spent on a sister city banner. Rod seconded and the motion carried.**

Jim Hohensee  
Chair

**PRAIRIE VILLAGE SISTER CITY COMMITTEE**  
**2010 YEAR END**

DESCRIPTION	2010 BUDGET	2010 ACTUAL	Notes
<b>INCOME</b>			
City Council Budget	\$ 4,000	\$ 4,000	
Other Income	\$ -	\$ -	
Prior Year Carryover	\$ -	\$ -	
MF Transfer	\$ 1,600	\$ 1,667	KAC Grant = \$1600
<b>Total Income</b>	<b>\$ 5,600</b>	<b>\$ 5,667</b>	
<b>EXPENSES</b>			
Sister Cities Int'l dues	\$ 360		Annual Dues
- Annual dues 6/11/10		\$ 360	
Sister Cities Int'l Conference	\$ 1,300		Registration + hotel
- Registration (2010)		\$ 800	
- Hotel (2010)		\$ 950	
- Registration (2011)		\$ 475	2011 Early Bird registration
Bike Race		\$ -	
Participation in PV Art Fair		\$ -	
SME Student Reception	\$ 250		
- Carole reimb 12/10/10		\$ 142	
VillageFest	\$ 100	\$ -	
Ukrainian Art Show	\$ 2,000		
- Jim printing 6/25/10		\$ 259	
- Rod art/framing 6/25/10		\$ 483	KAC Grant transfer from MF
- Vera reimb 7/23/10		\$ 50	
- Vera reimb 8/6/11		\$ 183	KAC Grant transfer from MF
- Marta/Yuri speaking fee 8/6/10		\$ 1,000	KAC Grant transfer from MF
Printing	\$ 150	\$ -	
Miscellaneous	\$ 500		
- Robin Airfare reimb		\$ 258	
- Cindy 6/25/10		\$ 63	
- Dick 6/25/10		\$ 54	
- Vera 8/20/10		\$ 79	
- Magnifiers 12/22		\$ 226	
Contingency		\$ -	
<b>Total Expenses</b>	<b>\$ 4,660</b>	<b>\$ 5,381.99</b>	

**PVMF Transfer**

**Net Operating Expenses**

\$ 5,381.99

**Under (Over) Budget**

\$ 284.56

This unspent balance is gone

MF Balance (12/31/10)

\$ 2,434.04

This balance carries over annually

**PRAIRIE VILLAGE SISTER CITY COMMITTEE  
2011 BUDGET WORKSHEET**

DESCRIPTION	2011 BUDGET	2011 ACTUAL	Notes
<b>INCOME</b>			
City Council Budget	\$ 4,000	\$ 4,000	
Other Income	\$ -	\$ -	
Prior Year Carryover	\$ -	\$ -	
MF Transfer	\$ -	\$ -	
<b>Total Income</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	
<b>EXPENSES</b>			
Bike Race	\$ -	\$ -	
Delegate Visit from Dolyna	\$ 400	\$ -	
Delegate Visit to Dolyna	\$ 400	\$ -	
Jazzfest	\$ 1,000	\$ -	Dolyna Band
Miscellaneous	\$ 500	\$ -	
Participation in PV Art Fair	\$ 100	\$ -	
Printing	\$ 100	\$ -	
Sister Cities Int'l Conference	\$ 1,000	\$ -	Registration + hotel
Sister Cities Int'l dues	\$ 360	\$ -	Annual Dues
SME Student Reception	\$ 140	\$ -	
Ukrainian Art Show	\$ -	\$ -	
VillageFest	\$ -	\$ -	
Contingency	\$ -	\$ -	
<b>Total Expenses</b>	<b>\$ 4,000</b>	<b>\$ -</b>	
<b>PVMF Transfer</b>			
<b>Net Operating Expenses</b>	<b>\$ 4,000</b>	<b>\$ -</b>	
<b>Under (Over) Budget</b>	<b>\$ -</b>		

MF Balance (1/1/11) \$ 2,434

This balance carries over annually

# General Ledger

## Account Analysis

User: cengel  
 Printed: 2/14/2011 - 9:24 AM  
 Period: 01 to 12, 2010

THE CITY OF PRAIRIE VILLAGE  
 7700 Mission Road  
 Prairie Village, KS 66208 STAR OF KANSAS

Date	Description	Detail Description	Sys	Vendor	Prd	J/E No	DR This Period	CR This Period
01 - General Fund								
EXPENSE								
01-06 - Parks & Community Programs								
01-06-41-6015-008 - Sister City Committee								
System: AP								
03/16/2010	251 - Roberta Elaezer	Reimb shipping of art for UK show	AP	251	3	110	258.00	0.00
06/11/2010	446 - Sister Cities International	City Services/014- Sister City/Non-Labor	AP	446	6	58	360.00	0.00
06/25/2010	483 - Jim Hobensee		AP	483	6	176	259.00	0.00
06/25/2010	484 - Dick Bills		AP	484	6	176	53.67	0.00
06/25/2010	485 - Cindy Dwigans		AP	485	6	176	63.39	0.00
07/21/2010	298 - Vera Glywa	Sister City reimb	AP	298	7	164	49.75	0.00
08/20/2010	265 - Roderrick Atteberry	Sister City	AP	265	8	403	950.02	0.00
08/20/2010	298 - Vera Glywa	Sister City	AP	298	8	403	78.83	0.00
08/23/2010	183 - Intrust Bank NA	Sister Cities-Conference	AP	183	8	539	800.00	0.00
12/10/2010	758 - Carole Mosher	Reimb for student reception	AP	758	12	52	141.78	0.00
12/31/2010	485 - Cindy Dwigans		AP	485	12	254	475.00	0.00

AP System Totals: 3,489.44 0.00  
 01-06-41-6015-008 Totals: 3,489.44 0.00  
 Dept 01-06 EXPENSE Totals: 3,489.44 0.00  
 EXPENSE Totals: 3,489.44 0.00  
 01 Totals: 3,489.44 0.00  
 Report Totals: 3,489.44 0.00

226 for magazines  
3715.44

Register Report - Last 12 months  
2/15/2010 through 2/14/2011

Date	Account	Num	Description	Memo	Category	Amount
<b>BALANCE 2/14/2010</b>						
2/28/2010	Sister City	DEP	Cleo Simmonds	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	DEP	Vera Glywa	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	DEP	Bo Schawinsky	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	DEP	Peter Jarosewycz	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	DEP	Dean Dwigans	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	DEP	Roderick Atteberry	Friends of SC dinner - online	Donation	75.00
2/28/2010	Sister City	DEP	Barbara Dolci	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	DEP	Nancy Wallerstein	Friends of SC dinner - online	Donation	25.00
2/28/2010	Sister City	DEP	JoAnn Lesh	Friends of SC dinner - online	Donation	75.00
2/28/2010	Sister City	Pynt	PayPal Fees	January 2010	Fees	-14.55
2/28/2010	Sister City	DEP	Stoney Bogan	Friends of SC dinner - online	Donation	50.00
2/28/2010	Sister City	Pynt	HyVee	Friends of SC dinner	Misc	-124.80
2/28/2010	Sister City	DEP	Interest Income		Interest Inc	-0.08
3/31/2010	Sister City	DEP	Interest Income		Interest Inc	-0.01
4/2/2010	Sister City	Pynt	Roberta Eleazer	Ukrainian Airfare Reimb for Jan Trip	Misc	-159.54
4/2/2010	Sister City	Pynt	Doregan Optical Company	... Ukrainian Optical Equipment	Misc	-107.00
4/2/2010	Sister City	Pynt	Vera Glywa	Reimbursement for Ukrainian Dinner	Misc	-260.76
4/12/2010	Sister City	DEP	Dick Bills	Friends of SC dinner	Donation	15.00
4/30/2010	Sister City	DEP	Interest Income		Interest Inc	-0.03
5/6/2010	Sister City	DEP	Peter R Jarosewycz	TEE	Donation	500.00
5/31/2010	Sister City	DEP	Interest Income	Dolyna	Interest Inc	0.01
6/25/2010	Sister City	Pynt	Roderick Atteberry	Reimbursement for Sister City Art Show	Misc	-483.38
6/30/2010	Sister City	DEP	Interest Income		Interest Inc	0.01
7/2/2010	Sister City	DEP	Cleo Simmonds	Lapel Pins Sold	Donation	57.50
7/31/2010	Sister City	DEP	Interest Income		Interest Inc	0.57
8/6/2010	Sister City	Pynt	Vera Glywa	Speaking Fee for April Art Show	Misc	-500.00
8/6/2010	Sister City	Pynt	Vera Glywa	Reimb for April Art Show purchases	Misc	-183.17
8/6/2010	Sister City	Pynt	Marta Del Gobbo	Speaking Fee for April Art Show	Misc	-500.00
8/31/2010	Sister City	DEP	Interest Income		Interest Inc	1.24
9/30/2010	Sister City	DEP	Interest Income		Interest Inc	1.35
10/31/2010	Sister City	DEP	Interest Income		Interest Inc	1.54
11/30/2010	Sister City	DEP	Interest Income		Interest Inc	1.52
12/20/2010	Sister City	DEP	Jim Hohensee		Donation	64.00
<b>2/15/2010 - 2/14/2011</b>						
<b>BALANCE 2/14/2011</b>						<b>2,434.04</b>
<b>BALANCE 2/14/2010</b>						<b>-1,165.58</b>

BALANCE 2/14/2010

2,434.04

-1,165.58