

**SISTER CITY COMMITTEE
AGENDA**

**Monday, 9 May 2011
7:00 P.M.
Multipurpose Room**

- I. Call to Order
- II. Minutes
- III. Budget Update
- IV. Priorities
 - A. Education
 - a. Exchange Student Update
 - B. Publicity
 - a. Flyer Update
 - b. Villagefest
 - c. Facebook Update
 - d. Poster
 - e. Calendar
- V. Jazz Festival Update
- VI. New Business
- VII. Adjourn

SISTER CITY COMMITTEE
11 April 2011
MINUTES

Call to Order

Vice Chair Carole Mosher called the meeting to order. Present: Vera Glywa, Cindy Dwigans, Dick Bills, Ivan Novikov and Yulia Matskevych. Staff: Chris Engel.

Minutes

Minutes from March 14, 2011 were approved.

Exchange Student Update

Vera reported an insurance policy to cover the students while here would be \$62 for \$1M in coverage. There was discussion over committing to a second student so they could travel in pairs and start working on a Visa. Cindy reported she had recently met someone from the Kiev Embassy that might be of assistance. The projected dates to visit are June 25 to July 16.

Publicity

The Committee would like a booth/tent at VillageFest again. In addition, access to electricity for the picture frame is requested. They will also be getting imprinted blue and yellow helium balloons to give away.

Cindy will be contacting Rod and looking into creating a banner with US and Ukrainian flags.

Cindy moved up to \$100 be authorized for the purchase of a 3'x5' banner. Vera seconded and the motion carried.

Vera passed around a calendar from Dolyna. There was discussion concerning the cost of producing something similar and the large amount of sales required to make it profitable.

Sister Cities International Report

Cindy reported on the SCI conference in Washington DC from March 2 - March 6. The attended breakout sessions were on social media, grants and fundraising. While there, the city of Alexandria, VA signed their formal sister city documents with Lviv, Ukraine. A key takeaway was time accounting for all activities/expenses related to the committee. This will help illustrate the return on the taxpayer investment during budget discussions. Dick recommended keeping a general ledger of time and expenses. A second takeaway was the value of an Honorary Board. Such a body would be able to lobby, advocate or make an introduction when needed. Everyone was asked to think of a few people that would be appropriate for an advisory board.

Member Reappointments

Dick will be suggesting to Jim that he appoint Bob Glywa to the Committee.

Jazzfest

The Jazzfest Committee is still committed to the \$3000 for the trip. The Sister City Committee will be serving as chaperones and providing lodging. Chris reported he is still working on invite letters. There may be a fundraising event scheduled for September 11 at Village Presbyterian.

New Business

Vera reported Oksana's daughter is in the US and is looking for Braille books. Vera recommended using money from the "Friends of" account to purchase any materials.

The next meeting will be Monday, May 9, 2011.

Carole Mosher
Vice Chair