

## **AGENDA**

### **SISTER CITIES COMMISSION**

**Regular Meeting**

**Oscar Yrun Community Center, Conference Room**

**3020 E. Tacoma Street, Sierra Vista, AZ 85635**

**August 15, 2016**

**5:30 p.m.**



### **CALL TO ORDER**

### **ROLL CALL**

### **ACCEPTANCE OF THE AGENDA**

### **ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING July 18, 2016**

### **CHAIRPERSON'S COMMENTS**

### **REVIEW OF CITY COUNCIL ACTIONS - Hank Huisking**

### **DIRECTOR'S REPORT - Victoria Yarbrough**

### **CALL TO THE PUBLIC**

### **OLD BUSINESS**

- 1. Treasurer's report and discussion - Randi Buros**
- 2. Buena Sister Cities Club Updates - Matthew Lentz**
- 3. Discussion on establishing a 501(c)3 organization - Randi Buros**
- 4. Discussion/Decision on German Student Exchange in October 2016 - Susanne Himstedt-Gilbert**
  - a. Discussion on sponsoring a child of a low income family**
- 5. Discussion/Strategic planning - Susanne Himstedt-Gilbert**
- 6. Discussion/Oktoberfest 2016 - Susanne Himstedt-Gilbert**

### **NEW BUSINESS**

### **ANNOUNCEMENTS AND REQUESTS OF COMMISSIONERS**

### **ADJOURNMENT**

**CITY OF SIERRA VISTA**  
**SISTER CITIES COMMISSION**  
**July 18, 2016**

**CALL TO ORDER**

Susanne Himstedt-Gilbert called the meeting of the Sister Cities Commission to order at 5:32 p.m.

**ROLL CALL**

MEMBERS PRESENT:

Susanne Himstedt-Gilbert  
Randi Buros  
John McBee  
Matthew Lentz

STAFF PRESENT:

Victoria Yarbrough

**ACCEPTANCE OF THE AGENDA**

Matthew made a motion to accept the agenda. Randi seconded the motion.

**VOTE:** UNANIMOUS  
The motion carried.

**ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING – April 18, 2016**

Randi made a motion to accept the minutes. John seconded the motion.

**VOTE:** UNANIMOUS  
The motion carried.

**CHAIRMAN'S COMMENTS**

Susanne told the members that Monika has moved to North Carolina and Donna Hewitt will be taking over as commission secretary at this time. She welcomed Donna. Susanne also told the members about the 4<sup>th</sup> of July event at Veterans Memorial Park. She stated that Humberto was there although he arrived late and Hank wasn't there due to a state conference commitment.

**REVIEW OF CITY COUNCIL ACTIONS – Hank Huisking**

Hank was not in attendance.

## **DIRECTOR'S REPORT – Victoria Yarbrough**

Victoria said Thank you to all for their efforts. She told the members that their votes in the sister cities organization were given to Milt and he would be voting on their behalf.

## **CALL TO THE PUBLIC**

There were no comments from the public.

## **OLD BUSINESS**

### **1. Treasurer's report and discussion – Randi Buros**

Randi reported the balance in the account is \$ 3,163.46. He mentioned there were some accidental purchases which, however, were refunded back to the account right away. There is still one outstanding line item that he is researching and will report back next month what that is.

### **2. Buena Sister Cities Club Updates – Matthew Lentz**

Since school isn't in session yet, this item has been tabled at this time.

### **3. Tombstone High School Updates – Linde Mohr**

Since school isn't in session yet, this item has been tabled at this time.

### **4. Cananea Outreach – Susanne Himstedt-Gilbert**

The commission will ask Lordes to reach out to Bernado in Douglas. We have a lot of items and are running out of places to store everything that we have.

### **5. Discussion on establishing a 501(c)3 organization – Randi Buros**

Randi is still doing some more research about establishing a 501(c) 3. There is nothing to report at this time.

### **6. Discussion on German Student Exchange in October 2016 – Susanne Himstedt-Gilbert**

The commission discussed the cost of the trip. The cost had worked out to \$768.00 USD per person for 9 tickets. 6 SVUSD and 1 Tombstone student and 2 adults will be going. The trip is leaving Phoenix on October 8<sup>th</sup> and returning on October 22<sup>nd</sup>. There was a discussion about Humberto taking some students as well, but at the time of purchase there still wasn't a commitment from him. Susanne said that she heard they were traveling to a different location and they would meet up with our group. There is a parent meeting scheduled for August 11<sup>th</sup> at the OYCC and she should have more information at that time.

**a. Discussion on sponsoring a child of a low income family**

The commission discussed the possibility of sponsoring a student but since all monies have been received at this time, this will be discussed next month. There was also a brief discussion about talking to SVUSD to cover some of the costs.

**NEW BUSINESS**

**1. Discussion/Strategic planning - Susanne Himstedt-Gilbert**

Susanne

**2. Discussion/Oktoberfest 2016 - Susanne Himstedt-Gilbert**

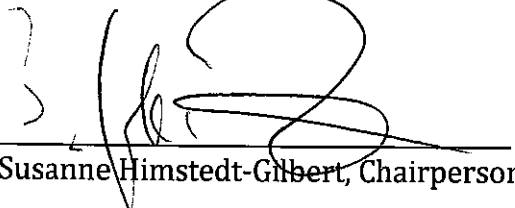
The commission stated that they have ordered 650 lbs of Bratwurst to sell at this year's Oktoberfest. The German American Club has been approached by the club about making and delivering the potato salad. They would like to have a share of the profits. Victoria suggested that we have tickets for sales so that whoever is at the park can keep track of how many servings are sold. The suggestion was also made that we use an ice cream scoop to make uniform servings. Randi motioned that we have tickets to keep track and make uniform servings. John seconded. Vote was unanimous. Susanne also said that help will be needed especially to clean the trailer on Friday morning and Saturday night or Sunday morning. Susanne hopes to see a strong commission presence at this event. Donna reminded the commission that there is a balance due for the vendor space. It was motioned by Matthew to use the donation funds to pay the Oktoberfest vendor fee. Randi seconded. Vote was unanimous.

**ANNOUNCEMENTS AND REQUESTS OF COMMISSIONERS**

Randi stated that he would be able to drive one of the vans to the Phoenix airport in October. Victoria will arrange to reserve the Leisure Services vans for transport.

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 6:12 p.m.

  
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Susanne Himstedt-Gilbert, Chairperson