

CITY OF SIERRA VISTA
SISTER CITIES COMMISSION
April 17, 2017

CALL TO ORDER

Susanne Himstedt-Gilbert called the meeting of the Sister Cities Commission to order at 5:36 p.m.

ROLL CALL

MEMBERS PRESENT:	Susanne Himstedt-Gilbert John McBee	Randi Buros Matthew Lentz
STAFF PRESENT:		Victoria Yarbrough
COUNCIL LIASION PRESENT:		Gwen Calhoun
OTHERS PRESENT:		Lauren Giamalis

ACCEPTANCE OF THE AGENDA

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

VOTE: UNANIMOUS
The motion carried.

ACCEPTANCE OF THE MINUTES OF THE REGULAR MEETING–March 22, 2017

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

VOTE: UNANIMOUS
The motion carried.

CHAIRPERSON'S COMMENTS

Susanne let the commissioners know that the Arts and Humanities Commission is interested in working with Sister Cities on the Young Authors Showcase next year. The cultural heritage fair went well. There was good participation from the kids. The Sister Cities were even mentioned in the news paper.

REVIEW OF CITY COUNCIL ACTIONS – Gwen Calhoun

Gwen reminded the commissioners that their presentation is coming up. The West End work has been put off. The commission manual will be coming out soon. Susanne asked if there was anything they should be aware of. Gwen said that the thing that will affect commissioners the most is that terms will end at the end of the calendar year. Gwen said they are trying to improve communications between Sister Cities and City Council by promoting back and forth conversations to coordinate ideas. John, Susanne and Gwen asked that we put the Meet and Greet on the agenda for next month.

DIRECTOR'S REPORT – Victoria Yarbrough

Victoria said that two things are coming out. The change in commission operating guidelines and a manual on commission operating procedures. She said we will add those things to the agenda for next month to discuss as well as a financial update.

CALL TO THE PUBLIC

Lauren went to the Rotary Club meeting at 12:00 today. They have \$5,000 that they give to organizations. Susanne suggested we put it on the agenda to discuss next month and Lauren will get more information.

OLD BUSINESS

1. Treasurer's report and discussion – Randi Buros

Randi reported that we have \$5,625.08. We are holding \$420 of that for the Buena Sister Cities Club.

2. Buena Sister Cities Club Updates – Matthew Lentz

Matthew said the fundraiser didn't happen last month. Elections for next year will take place at the end of this month. Matthew said the number of members varies from about 10 to 25 on any given day.

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

Randi submitted the Articles and Bylaws two months ago and got word back yesterday that the attorney has gone through it. Mr. Melo said he was impressed with the bylaws, but gave the commissioners a few things to think about. Randi will meet with him on the 24th at 1:30 p.m. He gave the commissioners an overview of Mr. Melo's notes. Victoria, John and Susanne posed some questions and gave examples and suggestions for editing the bylaws. Randi reminded the commissioners that the bylaws can be changed at any time after they are submitted.

NEW BUSINESS

1. Discussion on interviews for the Germany Student Exchange Trip in October, 2017

Susanne has been talking to the teacher in charge in Germany for the next exchange and is not pleased with his housing and travel requests for his girlfriend who is not associated with the school. Susanne said that with the commission's permission she will respond to him to let him know they would prefer that the girlfriend not be considered a chaperone and that the chaperones assigned be dedicated to facilitating the exchange rather than vacationing. Matt will send the essays that have been turned in tomorrow to the secretarial staff to distribute to commissioners. John demanded to know what will be done if the commission doesn't get enough essays to fill the trip. Matthew doesn't believe that will be the case, but doesn't think the deadline should be extended as to not foster procrastination. Matthew suggested that if there are not enough essays turned in that the commission take late essays, but take into consideration that they were late when making a selection. John also expressed that he believed the deadline the commission set was too short, regardless of how important it was financially to get the tickets as soon as possible. He commented that he thought commissioners should let students turn in the essays later and students that turned the applications in on time should automatically get to go, if there are less than 8, no matter what the content of their essay. Susanne expressed concern over there not being a deadline and asked what the next deadline should be. Randi and Matthew suggested we wait to decide what to do until tomorrow as the commission probably won't have that problem anyway. Gwen asked if the exchange students have goals, such as certain things to learn. Matthew said that the essays will tell us why the student wants to go. Gwen believed that the club should require the students prove that their goals were met. Susanne said the students give a presentation that shows the impact of the trip. She said that she wants to make sure that the students that get to go really want to go. She doesn't want to drag anyone along by forcing payback or pushing deadlines as those are the students that are more likely to cause issues. Victoria asked about the next step. Matthew and Susanne said the interviews will be next, on May 8th. Matthew suggested 5:00 p.m. and asked if the commission could use a room at the Oscar Yrun Community Center. Victoria and Donna said they would check. Gwen and Francisco asked if they could attend. Susanne and Matthew said they could attend and give input. John said they should not be allowed to help decide. Gwen asked about chaperone limits. Susanne said there are none.

2. Discussion on State Conference in October, 2017

Susanne asked if everyone was able to review the document she sent out. Victoria said the city is taking care of all the logistics like the hotels. Victoria talked to Susanne about enhancing Friday night's activities. They discussed the observatory and Astronomy Club to showcase Sierra Vista's Extraordinary Skies. Susanne said Milt wanted to come down to

discuss being involved in the Saturday program. Susanne told him she didn't believe the commission was ready. The 28th is the State Board meeting. Gwen and Victoria couldn't attend. Susanne will try to make it out of work for a couple hours because Milt thinks it will be important for the State Conference agenda that someone from Sierra Vista is present. Randi mentioned adult exchange ideas. Victoria mentioned Fund Raising. Gwen said the Rotary used to have good career based exchanges. John said that he's heard of large exchanges of 100 people or so in larger cities. Susanne said if there's anything that Sister Cities would like to have talked about they are looking for conference topics for the workshops. Victoria suggested that topics be bigger picture like fundraising and how to effectively build your relationship with your sister city. Susanne said the commission isn't facilitating, just coming up with ideas. Susanne asked about inviting Councils. Victoria said the city can do the inviting. They can invite Nogales and anyone else the commission recommends if they just let the city know. Susanne and John discussed other invitees.

3. Discussion on and election of Vice Chair

Susanne asked for opinions. John thought the commission had already discussed it and motioned to table it. Randi seconded it. The vote was unanimous and the motion carried.

4. Discussion on 2 vacancies with applicants and voting on appointment and reappointment recommendations to City Council

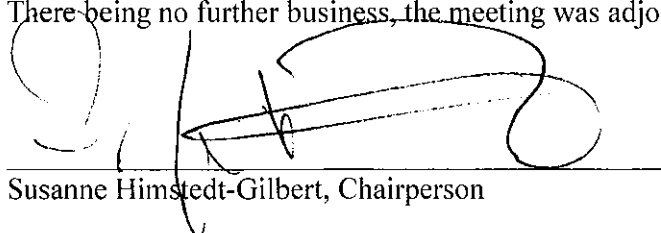
Susanne said that there is a completed application for Lauren Giamalis and Mike Boardman turned in to City Hall. Susanne spoke a little about Mike as he could not be at the meeting. Victoria said that this time the commissioners must have copies of the applications in hand in order to make a recommendation. John commented that he thinks the spots should be filled with Hispanic Mexican representatives. Randi motioned to table the appointment recommendations until after City Council votes on their appointment on April 27th. Matthew seconded. The motion passed with a 3 to 1 vote.

ANNOUNCEMENTS AND REQUESTS OF COMMISSIONERS

John said the German-American club would like to thank Matthew for coming to talk and thank the Sister Cities commission with the cake sale and for bringing cakes.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:32 p.m.



Susanne Himstedt-Gilbert, Chairperson