

# **Sister Cities Lawrence Governing Board Meeting July 11, 2018 minutes**

MEMBERS PRESENT: Kelly Scholz, Michelle Fales, Diana Carlin, Ken Albrecht, Melissa Johnson, Bob Schumm

MEMBERS ABSENT: Bill Keel, Carol Shankel, James Hilliard

CITY STAFF LIAISON: Porter Arneil

FRIENDS PRESENT:

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Vice President Kelly Scholz opened the regular monthly meeting at 5:38 PM.

## **Meeting Materials Provided:**

- Meeting agenda
- June 13, 2018 draft minutes
- Financials through June 2018
- Standing committee lists

## **Introduction of guests and announcements**

- There were no guests
- There were no announcements

## **Approval of Minutes**

- Minutes were approved.

## **Review of Financials - Fales**

- Update on financials as presented. There is \$86,000 among the three accounts.
- No transactions other than the trip expenses such as Hiratsuka gifts
- There were some membership dues
- The trip accounting for Eutin is in process
- Arne Scholz wants to wait until the Eutin trip to Lawrence is complete before a final reconciliation
- One Eutin student has not paid the trip balance yet; Scholz will check on it.
- A \$200 refund was issued for a duplicate payment.
- Total trip fees were \$1700 for Eutin
- We are \$150 from our membership goal
- Scholz moved and Albrecht seconded. Report was accepted.

## **Committee Reports**

### **Standing Committees List and General Issues**

- Scholz provided an updated list of members on committees
- Need to update Website, especially because our partners are checking for changes
- Need a separate meeting on the Website before school begins
- Scholz will invite Mike Dever to continue on the audit committee

- Carlin suggested that we send a call to members to serve on committees

### **Scholarship Fundraising—Carlin**

- Carlin will start sending solicitation letters to 2017 supporters later this month
- Sign-up sheet for writing questions and soliciting businesses for gift cards will be ready in August
- Arneil contacted Parks and Rec for the Carnegie Building and it is available for November 11; he will confirm this week.

### **Newsletter and Media and Membership Committees**

- Fales is compiling a newsletter with reports on the two trips and will send to the members with new bylaws for the Website
- We need to get volunteers for committees from the parents and members
- Membership and media committees should meet before the August meeting

### **FoH (Friends of Hiratsuka)--Johnson**

- Johnson reported on the Hiratsuka trip
- Culture day was a major success
- There were a few bumps because of cell phone use; need to have a clear policy that students and parents sign in advance.
- Need a more specific policy discussion during Saturday school
- There is a debriefing meeting on July 15 and the phone policy will be discussed; it needs to be discussed prior to the Hiratsuka students visiting Lawrence. Scholz suggested that the first step be a policy for the return visit that phones be on airplane mode which is checked and if the plane is used for anything other than that, then the phone is taken.
- Thursday, July 26 Welcome party at the Train Depot from 4-6:00 PM; chaperone party is at Jade Garden is Tuesday July 31<sup>st</sup> at 7:00 PM. The delegation leaves on August 4<sup>th</sup>. Farewell party for everyone is August 2 at the Train Depot at 6:00 PM.
- There was news coverage of the student speakers and mayor's office was impressed
- Scholz received a note regarding the 30<sup>th</sup> anniversary planning

### **FoE (Friends of Eutin)—Albrecht**

- Ad hoc committee will be formed for the 30<sup>th</sup>
- Discussed possible participants for the Eutin trip
- Scholz reported on the German-American night in Eutin
- The new mayor and vice mayor attended the German-American night; he needs reminders of the history. Mayor Boley's letter was delivered and they are prepared for the Mayor's visit.
- Scholz met with Stefan regarding his new position and discussed the June 2019 visit from Lawrence
- Carlin indicated that Joe Pierron is interested in serving on the Friends group
- Friends of Eutin meeting and ad hoc committee meeting will take place when Keel returns from Bavaria

### **FOI (Friends of Iniades)--Schumm**

- Meeting on July 10 at the Mad Greek was well attended; everyone completed their assignments.
- Schumm made contact with the local government cultural program to discuss the proposed exchange program starting in summer 2019
- Identified Amy Meyers as the chaperone for summer 2019; she put a trip itinerary and cost estimate together (\$2500 for 10 days with two nights in Athens)

- There is \$7500 in the fund
- Fales asked to receive the dates for future meetings since some members want to affiliate with all groups
- Don Schwang is working on recruitment at Seabury and other schools in Lawrence
- 2019 budget needs to include the new exchange

#### **New Business**

- Arne Scholz through Kelly Scholz suggested that the board reach out to the new superintendent with a congratulatory letter and a meeting; it would come from Keel. Johnson is having a meeting with him on Friday.

Next meeting August 8, 2018

*Fales moved and Schumm seconded. Meeting was adjourned at 7:04 p.m.*