

**Lawrence Sister Cities Governing Board Meeting**  
**January 10th, 2024**  
**Virtual meeting**

**Members Present:** Bill Keel, Steve Nowak, Ken Albrecht,  
James Hilliard, Porter Arneil, Kelly Scholz, Sara Kasten,  
Jan Miller, Bart Littlejohn

**Also Present:** Phyllis Farrar

Call to Order by Bill Keel

**Treasurer's Report:**

- Discussion regarding spreadsheets and payments.
- Kathryn Denning can do our books for \$40 per hour, about 3 hours per month plus a \$30 license fee. That adds \$1,800 to the annual budget. Motion to hire Kathryn Denning made by Kelly, seconded by Ken. Approved unanimously.

Update from Kelly on 2024 budget preparation for February. Need a future discussion regarding retained earnings.

**Website Committee - Farrar**

- The change to the new Zeffy system of payment was successful.

**Public Relations Committee - Miller**

- Annual trivia fundraiser possibly April 21st.
- Preparing for Tocopilla to be added as a sister city.

**Friends of Hiratsuka - Hilliard**

- 9 students preparing for the trip.
- Discussion of insurance for students as well as bus expenses and transportation.

**Friends of Eutin -Albrecht**

- 35th year celebration with musical guests in Eutin set for the last week of June.

Sara Kasten reported on Tocopilla, Chile. Discussion of formalities of adding a new sister city.

Motion to Adjourn made by Kelly, seconded by Bart. Approved unanimously.

Next meeting is February 20th, 2024 at the Watkins Museum Community room  
Submitted by Courtney Shipley, Secretary