

# Sister Cities Lawrence

## Governing Board Meeting

### October 9, 2019 Minutes

MEMBERS PRESENT: Ken Albrecht, Bill Keel, Kelly Scholz, Diana Carlin, Carol Shankel, Michelle Fales and Bob Schumm  
CITY LIAISON: Porter Arneill  
MEMBERS ABSENT: James Hilliard, Lisa Larsen, and Melissa Johnson  
GUESTS PRESENT: Torben Mothes

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Chair Bill Keel opened the meeting at 5:41.

#### Meeting Materials Provided:

- Meeting agenda
- September 11, 2019 draft minutes
- Membership list
- Financials and balances through September 30, 2019

#### Announcements and Guests

- Torben Mothes from Eutin was introduced. He is a board member and treasurer of Friends of Lawrence. He works in an Eutin bank in the auditing department. He discussed how they recruit members and membership fees and commented on the recent visit.

#### Approval of Minutes

- Minutes of September 11, 2019 meeting were approved as corrected. Moved by Schumm and Albrecht seconded. Passed unanimously.

#### Review of Financials - Provided by Fales; Reviewed by Scholz

- Total accounts are \$83,590.97.
- September was a low activity month. Only payments were half of the natural history museum rental and the welcome reception room rental.
- Received \$100 in membership income.
- Arneill reminded us in September to send our request to the city for \$8000 and Keel sent the letter.

Carlin moved and Scholz seconded to accept the report. Passed unanimously

#### 30<sup>th</sup> Anniversary—Albrecht/Scholz

- Albrecht summarized the need for more publicity and suggested ways to get news stories about the visit. Chad Lawhorn at the *Journal World* accepted a submission with photos from journalist Achim Krauskopf who was part of the delegation. Bob Moody relayed it to Lawhorn. Fales announced that the *Lawrence Business Journal* is interested in doing a story.
- Scholz commented that it was a great visit and she is working on the budget spreadsheet. All expenses are in except for KU Catering.
- Scholz has a copy of the State Proclamation from the Governor for the city and one for Sister Cities.
- We need to send thank you letters.

### **Trivia Fundraiser**

- Carlin reported that we received a \$1000 sponsorship from the Weinberg's family foundation and have two other commitments thus far.
- Fales and Carlin will have the e-mails to the members, the Facebook page and the website announcement completed by the weekend.
- The committee will meet on Saturday, October 12 at Carlin's at 10:00 a.m. to review the spreadsheets from last year and make assignments for soliciting restaurant contributions. Assignments will be sent after the meeting.
- Albrecht will check with Johnny's for pizza donations and Carlin will from Hy-Vee. Carlin will also look for someone to contribute cookies. Scholz, Carlin, and Fales will make other food contributions and Carlin will provide wine.
- Carlin has contacted all of the sponsors she solicited last year.

### **Annual Meeting**

- Location is the Max Kade Center on December 11, 2019 at 7:00 pm following the regular board meeting.
- The membership list was reviewed in order to invite members to the meeting.
- The secretary is charged with announcing the meeting at least one month in advance. We have to elect two at-large members and the chairs of each city Friends group.
- Shankel does not plan to stand for re-election. Shankel suggested that we elect someone who has more contacts with the schools and teachers. She will continue to work on committees. Shankel will contact Hilliard to determine if he wants to stand for another term.
- A nominating committee needs to be assigned. Scholz will chair and Shankel will serve as a member. One more member needs to be assigned. The bylaws do not indicate how many candidates we should have for each position. The list of nominees needs to be sent one or two weeks before the meeting. The terms for at-large are three years.
- Fales is resigning as treasurer and we need to nominate someone with financial experience.
- The governing board elects an officer in the case of a resignation to serve the completion of the term. There are some possibilities for the position and Fales, Scholz and Keel will meet with them to determine fit.
- Fales will do the 2019 tax return and will be available to the new treasurer to answer questions.
- Carlin suggested that the 2020 membership forms include a list of committees and ask members to indicate committee interest.
- Albrecht suggested that everyone who goes on the trips and is part of a delegation should be members.

### **Committee Reports**

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

- Tom Lipp has agreed to be the sponsor the 2020 student group to Eutin.

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

- No report.

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

- Ten individuals attended the last Friends meeting. A discussion took place regarding using HEAPA as a way to provide scholarships.

- Schumm went to the Greek Orthodox Church last week and gave a report and there is a willingness to secure funds through HEAPA to support for the Greek students.
- Iniades prefers to come in April rather than summer because airfare is far less than in the summer. Schumm will follow up.
- Schumm discussed the need for an invitation to the mayor of Mesologi with Mayor Larsen and Vice Mayor Ananda. Schumm will send suggested points for the invitation to Arneill to craft for Mayor Larsen. The mayor can either come in April or whenever it is convenient.
- The group agreed at the last meeting that Schumm will continue to serve as the chair of Friends of Iniades.

#### **New Business**

- Keel raised the idea of changing the bylaws to enable the Friends groups to nominate the chair separate from the annual meeting.

Schumm moved and Fales seconded. The meeting adjourned at 7:00 pm.

**Next meeting:** November 13, 2019 at 5:30 p.m. at City Hall.

Submitted by Diana B. Carlin, Secretary