

City of Lawrence

Lawrence Sister Cities Advisory

Board December 13, 2017 minutes

MEMBERS PRESENT:	Ken Albrecht, Billy Williams, Jennifer Carttar, Hans Carttar Bob Schumm, Michelle Fales, Bill Keel, Kathleen Hodge, Melissa Johnson, Diana Carlin, Jon Niccum, Edward Huneke
MEMBERS ABSENT:	Mike Dever, Kelly Scholz
STAFF LIAISON PRESENT:	Porter Arneill
PUBLIC PRESENT:	James Hilliard, Mike Zaruba, Mike Anderson

Chair Bob Schumm opened the regular monthly meeting at the City Hall at 5:30 PM.

Meeting Materials Provided:

- Meeting agenda
- Financial through November 2017
- 2018 Sister City Advisory Board Slate of Officers
- 2018 Trivia Night plans
- KU Applied English Center email via Porter Arneill
- 2018 Draft Budget

Introduction of guests

- James Hilliard, Mike Zaruba, Mike Anderson

Approval of Minutes

- Approved as corrected.

Review of Financials - Fales

- Trivia night netted \$1481.12 (\$200 donation from Dever not included)
- Hiratsuka Trip was \$229.27 under budget which equates to a potential refund of \$13.38 per student. As this is such a low amount the Board voted and approved to make the minimum threshold for refunds \$50.00.
- Board voted and approved to refund Arne Scholz for his out of pocket expenses for the 2017 Eutin trip in the amount of \$975.39.
- Board voted and approved to move \$4000.00 from the operating fund to the Scholarship fund.
- Board voted and approved to accept the Financials report for November 2017.

Trivia Night Debrief - Carlin

- The following are additional comments to the 'Plans for 2018 Trivia Fundraiser' handout.
- Easy questions should be asked early in the evening.

- Increase advertising and include the value of the prizes.
- The student tables were popular and should be continued.
- Include non-Downtown sponsors as well as the Downtown merchants are continuously being asked to make donations.
- Create a clear and easy way to make donations.
- Additional raffle during event.
- Contest for best decorated table.
- KU Applied English Center

KU Applied English Center email

- Michelle Fales will follow up.

Movie Presentation

- Film producers Mike Zaruba and Mike Anderson made a short presentation regarding the movie project they are working on.
- The movie will be filmed in Lawrence and Hiratsuka.
- A formal presentation to the City officials in Hiratsuka is requested. The producers will write a synopsis of the film and a request for assistance while in Hiratsuka. Hodge will serve as the conduit to the City of Hiratsuka and write a formal introduction of the project/cover letter. Schumm will co-sign.

FoH (Friends of Hiratsuka) - Hilliard

- 19 delegates selected from 25 applicants.
- 9 Scholarships requested.
- Hilliard will ensure the applications are completed on the NEW forms and return them to Keel.
- The Scholarship awards will be announced NLT 2 weeks after the selections/awards are made.

FoE (Friends of Eutin) – Albrecht

- Currently there are 15 applicants for the 2018 trip
- Eutin would like to send two additional students next year for a total of 14 students.
- Arne Scholtz working on 2018 budget.

FoI (Friends of Iniadies) - Albrecht

- January 31 meeting scheduled at Christilles household.
- Iniadies has shown serious interest in a student exchange during the Summer of 2018.

2018 Slate of Officers

- Board approved the 2018 Slate of Officers.

Meeting was adjourned at 7pm.