

City of Lawrence

Lawrence Sister Cities Advisory Board

February 14, 2018 Minutes

MEMBERS PRESENT:	Bill Keel, Kelly Scholz, Michelle Fales, Diana Carlin, Melissa Johnson, Jon Niccum, Bob Schumm, Kathleen Hodge
MEMBERS ABSENT:	Edward Huneke, Mike Dever
STAFF LIAISON PRESENT:	Porter Arneill
PUBLIC PRESENT:	None

Chair Bill Keel opened the regular monthly meeting at City Hall at 5:30 PM.

Meeting Materials Provided:

- Meeting agenda
- November and December 2017 and January 2018 minutes
- Financials through January 2018
- 2018 Standing Committees
- Email from Andree Brisson, State Rep for SCI

Introduction of guests and announcements

- No guests
- Keel reported on his presentation to the Lawrence Breakfast Optimist Club and discussed the possibility of getting on their contribution list to support scholarships

Approval of Minutes

- November 8, 2017 – approved with minor correction
- December 13, 2017 - approved with minor correction
- January 10, 2018 - approved

Review of Financials - Fales

- Update on financials as presented.
- Parents are utilizing credit cards this year.
- Scholz to send final Eutin budget for records.
- There is an additional \$400 in contributions: \$200 for trivia and \$200 for scholarships
- Financials were approved

Committee Reports

Audit Committee Report – Scholz

- Provided written report assembled by Scholz and Dever
- Carlin will check on uncashed refund check for Hiratsuka student

Scholarship Committee Report – Keel

- There were two late scholarship applications submitted. Since allocations had been made, decided to put two people on a waiting list. (\$500 request for Hiratsuka and Eutin)
- Schumm asked about January general fund, referred to January minutes.
- Schumm wants to see these scholarships awarded. Suggested that with improved fund raising, there ought to be a way to do this.
- Hodge asked Fales if it's possible to make a loan from general fund to scholarship fund.
- Fales agreed that this is possible and, if that occurs, should be documented in the minutes.
- Carlin will check with Rotary Club about their timing for the \$500 scholarship.
- Schumm pointed out that they can agree to fund the scholarships tonight and wait to see if the Rotary scholarship comes in to cover one. Next year need to work harder on fundraiser for scholarships.
- Carlin reiterated exploring funding from Optimists
- Schumm moved to fund the two additional scholarships totaling \$1000 from scholarship fund and commit the Rotary scholarship to cover \$500 if awarded. Niccum seconded. Approved unanimously.

Committees and Committee members

- Niccum reported that they decided to drop two of the committees (New Sister Cities and Social Media) and split one committee into two (Membership Development & Membership Information and Media Relations & Website Information). There are no plans to expand currently and the Social Media committee was ad hoc and completed its work.
- Two committees only meet annually. The result is four active committees. Several members who retired from the board need to be replaced.
- Board members volunteered for committees. Keel asked that people submit their committee choices to him by email.
- Chair of committees need to be board members, but other members can also serve.
- Niccum will update the committee list and send it to Keel.
- Scholz said that it's important to send personal thank you notes for their donations. Fales said that she sent letters to people who donated more than \$50.
- Schumm suggested having a card or plaque honoring those who donate \$50 or more.
- Fales mentioned stickers (window clings?) as gifts.
- Fales moved to accept as presented, Scholz seconded, approved unanimously.

FoH (Friends of Hiratsuka)

- Keel said that the 16 Kanagawa students from the KU Applied English Center all had places to stay for the home visit weekend. He'll reach out to follow up about internship opportunities.
- Fales spoke about James Hilyard and his video project with Hiratsuka students.
- Update about video project discussed at the December meeting from Hodge who said the filmmakers never contacted her, and Hiratsuka declined assistance.
- Hodge also mentioned that the Counsel General said he visited the Hiratsuka garden and said it was in terrible condition. Schumm suggested taking video and pictures and sending them to Hiratsuka since improvements were made after the visit. Hodge volunteered to take pictures and video and send to Hiratsuka.
- Johnson reported that everyone accepted their scholarships. Total of 19 students.

FoE (Friends of Eutin)

- Scholz provided update on student exchange. 14 students going with Arne Scholz. May 28 through July 2.
- Students are paired with host families.

Fol (Friends of Iniadies)

- Meeting February 21 at 5:30
- Schumm reported that it appears economics are improving and there's still interest in an exchange program from Lawrence which will help spur a reciprocal visit in the future. The exchange likely would be a 10-day cultural exchange.

New Business

- Nominations Committee Report and election of Vice Chair
- Fales nominated Scholz as Vice Chair; Schumm seconded. Approved unanimously.
- Keel reported that he spoke with Mayor Boley who said the City will not be filling the current vacancies on the board and that the City is considering a staff report that may likely entail removing the board as a city-appointed advisory board. In response to a question from Hodge, Keel responded that Ken Albrecht will not be reappointed.
- Schumm said he thinks the City is making an error in judgment that will likely impact international relations and possibly lead to reduced city funding in the future.
- Keel will set up a meeting with the members of the commission.

Next meeting March 14, 2018 at 5:30 P.M.

Niccum moved and Scholz seconded - Meeting was adjourned at 7:00 p.m.