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.