

Minutes: Sister Cities, Assembly Advisory Board Meeting  
April 17, 2017  
5 p.m.

Bartlett Foundation Conference Room

**Committee Member:** : Maria Uchytel (Co-Chair)  
Marsha Squires (UAS Liaison/Member) Eli Olson (Secretary)  
Barbara Burnett (Member) Chloe Watson (Treasurer),  
Miranda McCarty (Member)

- I. Call to order
  - a. At 5:09pm
- II. Agenda Changes
  - a. Define emeritus status and timeline
- III. Approval of March Minutes
  - a. Motion made by Barbara to approve
  - b. Motion seconded by Marsha
  - c. All in favor
  - d. Unanimous approval
- IV. Updates:
  - a. Princess Sophia event
    - i. Sue will email the mayor's office to get the latest updates and get back to us
    - ii. The Sophia event is currently scheduled for next year on July 4<sup>th</sup>, 2018, a memorial service
  - b. Airport display case
    - i. The discussion was to have items from Kalibo added to the display case

- ii. We as a committee are considering asking the FILCOM community to possibly lend/donate one of the festival garments for display
  - iii. We as a committee would also like for Sue to contact Filcom to try to establish a new point of contact
- c. JE thank-you
  - i. Marsha submitted it, and will, follow up with the Juneau Empire to make certain it was printed.
- d. Contacts w Kalibo and Vladivostok
  - i. We received an email from Sister Cities International which would like to discuss in their yearly conference Russian cities and interactions between them and U.S. mayors.
  - ii. Maria will follow up with sister cities international for contacts
- e. Newsletter
  - i. Currently on Google Docs, used at the Assembly meeting to present the committees year achievements
  - ii. We as a committee should update it either bi-annually or quarterly.
    - 1. Miranda will be in charge of updating it
- f. Canada Day
  - i. JPD is unsure if they will receive funding to go to the Canada day celebration in Whitehorse.
- g. City email

- i. We as a committee would like to be issued a formal email from the city that will belong to the committee itself, and can be a common point of contact for any current and future committee members and sister cities delegations

V. Sister City request - Sukhbaatar City, Selenge province of Mongolia

- a. A Mongolian delegation arrived in Juneau at the end of March 2017, and wanted to create a relationship with Juneau so that their people can go to UAS and take some mining classes, or other related fields
- b. We have received an official email from the Mongolian city representatives to pursue the possibility of a sister cities relationship
- c. We as a committee therefore need to establish goals and objectives, and criteria for selection sister cities
  - i. What do we want from other cities
  - ii. Define the relationships
  - iii. Points of contact
  - iv. Expectation
  - v. Trade relationships
  - vi. Exchanges
    - 1. Come up with ideas for criteria for the next meeting

VI. Next Meeting

- a. Will be held at 5 pm at the Bartlett conference room on Wednesday  
May 24<sup>th</sup>, 2017

VII. Adjourn

- a. 6pm