

Juneau Sister Cities Committee

Minutes of August 31, 2012

Attendees: Tom Chard (Chair) Sue Baxter (Vice Chair) Glenn Gray
Jeremy Frank Maria Uchytel (Guest)
Mark Miller (Guest - Juneau Empire)

1. Approval of Agenda

The committee approved the agenda without changes.

2. Approval of Minutes and Introductions

The minutes from the June 1 were approved as amended.

3. Congratulations to New Member

Tom welcomed Maria who was appointed to the Committee July 16.

4. Strategies to Build Relationships

Sue suggested we develop an information sheet for the Mayoral candidates.

- **Camiling:** Dormant. Nothing to report.
- **Whitehorse:** Glenn reported that he had not heard back from Sheila Dodd and that he will contact her again.
- **Chia-Yi:** Nothing new to report.
- **Mishan City:** Tom contacted the Chinese Embassy in D.C. to get contact information for Mishan City. Zha Liyou of the Embassy said she would try to get us a contact. Tom gave an update on the fundraising efforts of the Juneau String Ensemble (JSE) to send 25 students to China in June 2013. Tom corresponded by email to Antaya the JSE contact regarding a possible visit to Mishan City. There is a possibility of a smaller group going to Mishan City. Glenn will send Sue the internet link to Mishan City that he found.
- **Vladivostok:** Sue is waiting for a reply from Maria Fedora of Vladivostok regarding a possible student visit to Juneau in June 2013. Sue will continue to work with Jana Lelchuk regarding the visit. Glenn will try to find a contact for the International Department of Vladivostok.

4. General Strategies to Build Awareness/Relationships

- **Exchange Students:** On the agenda for the 17th Assembly meeting to introduce the exchange students. The September School Board meeting has a full agenda so the introduction of the students will need to be rescheduled to October. The community potluck with the exchange students sponsored by the Committee will occur after School Board meeting.
- **Toolkits:** Nothing to report.
- **Airport Display:** Tom will work with Ruth Danner's replacement.

- **Facebook/Wikipedia Site:** We are still waiting on a social media policy from the Assembly.

5. **Other Business**

- **Future Agenda**
 - **Vision/Mission:** Maria suggested the Committee develop a vision and mission. She volunteered to help with strategic planning for the committee and has done this for other organizations. Glenn suggested we scheduled a 3-4 hour retreat for this purpose, including development of an annual work plan.
 - **Bylaws:** Glenn offered to work on bylaws for the committee that would specify when elections of officers occurs.
 - **Welcome to Ruth Danner's Replacement:** Draft letter to new Assembly liaison to the Committee.
- **Website Updates:** Jeremy reported in an August 31 email that he had been in contact with CBJ webmaster Patrick McGonegal. He said the survey has been removed from the website and that the URL (www.juneau.org/sistercities) redirects users to http://www.juneau.org/clerk/Sister_Cities/CBJs_Sister_Cities.php page. He said we still have the option to customize the sister cities page and that the clerk's page has minimal information right now and that broken links to the various cities have been cleaned up.
- **Next Meeting**
 - Wednesday, October 3, noon