

Sister City Relationships Advisory Commission

DATE: Wednesday, November 15, 2017
TIME: 4:00 PM
PLACE: City Hall – Conference Room 1 – City Hall ANNEX, 1300 Main St.

MINUTES

Present: Joyce Connors, Bob Felderman, Jeff Jochum, Dick Landis, Phyllis Lee, Kevin Lynch, Tom Major, Pat McNamara, Louise Thurn

Excused: Sheila Castaneda, Rachel McDermott, Annalee Ward

Also Present: Keith Rahe and Becky Carkeek of Travel Dubuque/CVB

1. **Approval of Minutes:** September 20, 2017 Meeting: Motion by Lee to approve as submitted. Seconded by Thurn. Motion carried 9-0.
2. **Financial Report:** Firnstahl reported a starting balance of \$9,765; anticipated expenses for SCI dues (-\$765) and promotional signage (-\$3,075.40), and ICMA Fellows dinner (\$244) leaving an ending balance of \$5,681.
3. **Sister City Commission Restructuring Status:** Firnstahl and Rahe reported that an amendment to the Convention and Visitors Bureau FY 2018 Contracted Services agreement with the City of Dubuque has been drafted and submitted to the CVB for its approval at its meeting in December. It will come before the City Council at its December 18 meeting along with an ordinance amendment sunsetting the current commission. Commissioners are asked to attend the meeting. Rahe reported that the CVB has 501(c)(6) status.
4. **Sister City Promotional Signage Status:** Firnstahl reported that the signage design was amended from the suggestions provided by the Commission and submitted for manufacturing.
5. **Items from Commission:**
 - a. Kosovo Film Screening: Jochum reported that Mindframe Theaters is considering a spring 2018 screening the film "With a Cup of Sugar" about the Country of Kosovo today and tomorrow. Commissioner Felderman will inquire with Julien Dubuque Film Festival organizers about collaborating on the screening.
 - b. Sister Cities International Youth Engagement: Landis reported on a potential new program relationship with Kiwanis of Dubuque for the 2018-2019 school year that could also relate to the 2016 education-centered trip to Handan, China. Landis will continue conversations with Kiwanis. It was also suggested that the Commission explore youth engagement opportunities with the City's ICMA Fellows exchange program. (Landis left the meeting.)
6. **Items from Staff:**
 - a. Pyatigorsk Anniversary Invitation: Firnstahl shared the annual invitation from Pyatigorsk and reported on Mayor Buol's regrets.
 - b. ICMA Fellows Visit Recap by Attendees: Connors, Lee, Landis, McDermott, Ward and Firnstahl reported on the November 2 dinner meeting with Deron Tan of Singapore and Kakada Chhoeum of Cambodia as part of the ICMA Fellows Exchange program.

- c. Correspondence from Cindy Steinhauser: Firnstahl shared a note from former Assistant City Manager Cindy Steinhauser thanking the Commission for the opportunity to work with them.
- d. Culture Café at the Multicultural Family Center: Firnstahl shared an email from the Multicultural Family Center announcing the Cultural Café event suggesting future collaboration with the Sister City Commission or potential delegations.
- e. Updated Contacts List: Firnstahl requested edits to the current Commission Membership List and will distribute a revised version.

7. Commissioner Reports:

- a. Jochum reported that he is performing in “A Wonderful Life” at the Grand Opera House November 24-26 and December 1-3.
- b. Felderman thanked outgoing Council Members Joyce Connors and Kevin Lynch for their support of the Commission over the years. Connors recognized former Council Member Dirk Voetberg, now deceased, for his vision of Sister City relationships.

8. Next Meeting: January 17, 2018 meeting to be determined pending transition of Commission.

9. Adjournment: Motion by Connors to adjourn at 4:44 p.m. Seconded by Thurn. Motion carried 8-0 with Landis having left the meeting at 4:26 p.m.

Submitted by Kevin S. Firnstahl, City Clerk