

**Sister City Committee
Minutes of Meeting
October 12, 2021**

1. Call the Meeting to Order

Marc Michaelson called the meeting to order at 5:35 pm. The following were present:

Erica Williams
Resha Oliphant
Fran Dunne
Melody Welshofer
Mary Ann Rogers
Marc Michaelson
Jonathan Wright
Casey Conard, Town Staff
Not Present:
Gerry Short

2. Approval of September 7, 2021 Minutes

Mary Ann made a motion to approve the minutes as written. The motion was seconded by Fran and passed unanimously.

3. Financial Status

Monthly reconciliation for September 2021 was reviewed with a balance of 83,594.76 as of 9/30/2021.

4. Zama Communications

- None

5. Unfinished Business

- The committee discussed the Zama Video Tour. It will be held November 20th. Resha and Erica will work with Kathy for this project.
- Marc received an email from Zama asking for a decision on 2022 travel by January 15, 2022. Zama will be working on their budget for 2022. The committee discussed and agreed that a decision will be made by January 15, 2022.

6. New Business

- None

7. Other

- The committee discussed the current students and how many new students they would need if traveling in 2022.
- Erica asked if the Town of Smyrna would require anything if the group did travel and what precautions would be in place. Casey will discuss the situation with the legal department.
- Casey reminded everyone to RSVP to the Zama Zoom meeting October 26th.

9. Adjournment

With no further business before the committee a motion was made to adjourn by Erica and seconded by Mary Ann . The meeting adjourned at 6:15.