

**Sister City Committee  
Minutes of Meeting  
August 2, 2022**

**1. Call the Meeting to Order**

Gerry called the meeting to order at 5:36 pm. The following were present:

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

**2. Approval of June 7, 2022 Minutes**

Resha made a motion to approve the minutes with changes. The motion was seconded by Erica and passed unanimously.

**3. Financial Status**

Monthly reconciliation for June 2022 and July 2022 were reviewed with a balance of 92,498.65 as of 7/31/2022.

**4. Zama Communications**

- Marc passed out a summary of the Zoom meeting with Zama that took place 7/12/22. The committee discussed some of the questions brought up during the meeting. Zama would like Smyrna to travel next year and bring 8 students(6 current students and 2 new students.
- Erica made a motion for 3 chaperones to go on the 2023 visit to Zama. The motion was seconded by Mary Ann and passed unanimously

## **5. Unfinished Business**

- Website changes were discussed. Jim Garbee, PIO for the Town of Smyrna spoke about possible changes. He recommended a FAQ page with short questions and answers and adding Facebook/Instagram buttons to the webpage.
- The committee discussed marketing ideas and strategies to get new students.
- Resha will compile FAQ to put on the website and possibly the social media pages.
- Fran and Erica will work on welcome packets for new students
- Fran asked if the committee should set aside money for Facebook advertising. Since we aren't currently recruiting, that can be discussed at a later date.

## **6. New Business**

## **7. Other**

- Next meeting will be September 6, 2022

## **8. Adjournment**

With no further business before the committee a motion was made to adjourn by Erica and seconded by Resha. The meeting adjourned at 6:46.