

**Sister City Committee
Minutes of Meeting
July 11, 2023**

1. Call the Meeting to Order

Marc called the meeting to order at 6:20 pm. The following were present:

Erica Williams
Marc Michaelson
Jonathan Wright
Amy Wise
Barbara Ibarra
Melody Villalobos
Casey Conard, Town Staff

Not Present:

Sherica Clark Nelms
Mary Ann Rogers
Gerry Short

2. Approval of June 6, 2023 and June 27, 2023 Minutes

Erica made a motion to approve the minutes as written. The motion was seconded by Barbara and passed unanimously

3. Financial Status

The monthly reconciliation for June 2023 was reviewed with a balance of \$93,245.90 as of 6/30/2023

4. Committee Reports

Budget: After looking over the budget Marc concluded that the last family payment will be \$200 to bring the total family responsibility to \$1,000

Public/Relations: Dan Epright, with the Murfreesboro Post, was present to interview families and committee members

Records/ Documentation: Jonathan is updating and adding links to the shared spreadsheet

Farewell Party: The \$1,500 expenditure was approved by the subcommittee. Casey will submit a check request

4. Unfinished Business

- Marc met with Zama on July 10th. They discussed the student's financial responsibility during the trip. They also discussed options for traditional dress for the farewell party. The committee discussed.

5. New Business

- Erica suggested an on boarding for new committee members and the committee discussed a succession plan
- Barbara discussed research she had done about recruitment ideas. Barbara and Melody will get together and compile a list of ideas. The committee discussed various organizations that they have worked with in the past (churches, school clubs, social media). The committee discussed reaching out to PTO's and the local library to speak to parents about the program

6. Other

- The next committee meeting will be August 1st

7. Adjournment

With no further business before the committee a motion was made to adjourn by Barbara and seconded by Erica at 7:06 p.m.