

**Sister City Committee  
Minutes of Meeting  
September 5, 2023**

**1. Call the Meeting to Order**

Gerry called the meeting to order at 5:30 p.m. The following were present:

Gerry Short  
Marc Michaelson  
Amy Wise  
Barbara Ibarra  
Melody Villalobos  
Mary Ann Rogers  
Jonathan Wright  
Sherica Clark Nelms

**Not Present:**

Erica Williams

**2. Approval of August 1, 2023 Minutes**

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

**3. Financial Status**

The monthly reconciliation for August 2023 was reviewed with a balance of \$104,701.76 as of 8/31/2023.

**4. Zama Communications**

- None

**5. Unfinished Business**

- Melody made a motion to host an Open House for potential students and parents on November 7th at 6:00. The motion was seconded by Sherica and passed unanimously
- The committee discussed the timeline for promoting the program and interviewing students.
- Amy discussed the Town website and what information should be included. She

would like to have a disclaimer that includes responsibilities of the committee members e.g. hosting and traveling, on the application. The committee discussed.

- The committee discussed which Smyrna schools they plan to reach out to about the program.

## **6. New Business**

- Amy made a motion to set the next Sister City meeting for October 9th at 5:00 due to Rutherford County Schools fall break. The motion was seconded by Melody and passed unanimously.

## **7. Other**

- Marc discussed the 2023 Zama visits and that the Mayor of Zama attended many events during the exchange.
- Marc spoke with the Mayor of Zama and put her in contact with the Consul General of Japan in Nashville
- Marc received an invite to attend the Sister City International and attended the webinar.

## **8. Adjournment**

With no further business before the committee a motion was made to adjourn by Barbara and seconded by Sherica at 6:52 p.m.