

**Sister City Committee
Minutes of Meeting
March 5, 2024**

1. Call the Meeting to Order

Gerry called the meeting to order at 5:31 p.m. The following were present:

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

Not Present:

Melody Villalobos

2. Approval of February 6, 2024 Minutes

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

3. Financial Status

The monthly reconciliation for February 2024 was reviewed with a balance of \$106,133.75 as of 2/29/2024.

4. Zama Communications

- None

5. Unfinished Business

- Processes and Procedures- The committee discussed. Marc will start documenting the hosting procedure leading up to the visit this summer. This should be completed after the visit concludes.
- Bobbie reviewed the public relations plan and the committee discussed changes
- Casey will send out a Save the Date for the bowling event to the students

6. New Business

- The committee discussed 2017 visit and potential places to visit in 2024. Casey will compile a list of places discussed during the meeting.

7. Other

- The committee will meet on the 1st and 3rd Tuesday of the month starting in April. Casey will send out a list of dates to the committee.

8. Adjournment

With no further business before the committee, a motion was made to adjourn by Amy and seconded by Sherica at 6:28 p.m.