

**BURBANK SISTER CITY COMMITTEE  
AGENDA**

**Meeting to be held in the Central Library Auditorium  
110 N. Glenoaks Blvd. – Burbank, CA 91502  
Monday, March 2, 2015  
6:30 PM**

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If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof. If you need special assistance to participate in this meeting, please contact ADA Coordinator, (818) 238-5021. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

- I. Call to Order
- II. Roll Call by Sign-in Sheet
- III. Welcome
- IV. Approval of Minutes
- V. Treasurer's Report
- VI. Public Communications
- VII. Correspondence
  
- VIII. Committee Reports
  - A. Gaborone, Botswana – Doug Grimshaw
  - B. Solna, Sweden – Ted DeVirgilis
  - C. Incheon, Korea – Rachel Baroma
  - D. Ota, Japan – Tomoko Serizawa
  - E. SCI So Cal Chapter – Sarah Youn
  
- IX. Unfinished Business
  - A. BSCC Logo Contest – Deadline March 30
  - B. Bike-A-Thon 2015
    - o April 18, 2015
    - o Reyna Ramirez – Registration Info and Event details
  - C. Burbank On Parade – Saturday, April 25, 2015; 11:00am
    - o Lead person
  - D. Membership Renewal
  - E. Student Orientation
    - o Official Photos
    - o Permission for Minors to travel – notarized at April meeting (parents must be present)
  
- X. New Business
  - A. Potluck Dinner
  - B. Incheon travel dates – June 19 – July 4, 2015
  - C. Ticket Purchase
  - D. Ota visit – July 28 – Aug. 11
  - E. Itinerary Committee
  - F. Host Family Committee
  - G. Next Meeting – April 6, 2015, 6:30 p.m. at Central Library
  
- XI. Topics for Future Agenda
  
- XII. Mark Your Calendar
  - A. April 6, 2015 – BSCC Monthly Meeting at Central Library 6:30 p.m.
  - B. April 18, 2015 – Bike-A-Thon at the Buena Vista Branch Library 7:00 a.m.
  - C. April 25, 2015 – Burbank On Parade

XIII. Adjournment

Posted by: K. Eggen  
Posted Date: February 25, 2015

\*Denotes action items