

**BURBANK SISTER CITY COMMITTEE  
MINUTES**

Meeting was held in the Central Library Auditorium  
110 N. Glenoaks Blvd. - Burbank, CA 91502  
Monday, June 1, 2015  
6:30 PM

- I. Dena Zelig called the meeting to order at 6:38 pm.
  
- II. Members and guest in attendance:
  - A. Lynne Abbey, Nick Andruscavage, Tracey Andruscavage, Rachel Baroma, Sam Baylor, Alicia Boote, Sam Boote, Bea Boy, Ivy Boy, Franchette Brosoto, Sharon Cohen, Diana Cristea, Howard Fallman, Doug Grimshaw, Aby Ieraci, Laurie Kierstein, Spencer Kierstein, Jodi Levy, Rachel Lizette, Marybeth Mackenzie, Teresa Maynes, Sara McDermott, Melissa Potter, Rosie Ramirez, Michelle Shirtcliff, Tomoko Serizawa, Aaron Tacub, Estrella Tacub, Chris Walker, Mariah Wood, Anna Zinsmeister.
  
- III. Copies of the Agenda, Minutes, and Treasurer's Report were passed around the room.
  
- IV. Approval of Minutes
  - A. Members were given a few minutes to review the minutes from the May meeting. A correction was made that Myrtle Keefe had called the meeting to order.
  - B. Doug Grimshaw made a motion to approve the minutes. Franchette Brosoto seconded the motion. The minutes were approved unanimously.
  
- V. Treasurer's Report
  - A. Dena gave the members a few minutes to review the report. Dena explained some of the activity in the accounts.
  - B. The Bikeathon reimbursements were given out.
  - C. 52 cents was added in interest.
  - D. Alicia Boote made a motion to approve the Treasurer's Report. Teresa Maynes seconded the motion. The report was approved unanimously.
  - E. Final Balances as of May 31, 2015:

- Checking	477.95
- Gaborone	50.46
- Savings	9,358.42
  
- VI. Public Communications
  - A. Burbank on Parade sent a thank you card for participating in the parade. The parade can still be viewed on Youtube. There are also pictures on the blog.
  
- VII. Correspondence
  - A. No report
  
- VIII. Committee Reports
  - A. Gaborone, Botswana - Doug Grimshaw  
- No report.
  - B. Solna, Sweden - Ted DeVirgilis

- No report
- C. Incheon, Korea - Rachel Baroma
  - Rachel has the host family information which she will give out. The families will be contacting the Burbank families by email.
  - Myrtle Keefe has passed around the itinerary for people to sign up. They can also sign up on Sugergenius.
  - Myrtle asked that if students have previously gone on the Warner Brothers tour to please not sign up again as there are limited spaces where someone can attend for free.
  - Also sign up for the exchange picnic and the welcome dinner. Make sure Myrtle has everyone's email.
- D. Ota, Japan - Tomoko Serizawa
  - Tomoko has a list of the students visiting Burbank. There will be 7 girls and 5 boys, 6 are in middle school, and 6 are in high school. There will also be 2 chaperones.
- E. SCI So Cal Chapter - Sarah Youn
  - Alex Moreno will be taking over, and has been elected to the Board of Directors. Franchette is temporarily filling in.

#### IX. Unfinished Business

- A. BSCC Logo Contest
  - Doug and Franchette will be combining designs.
- B. Visiting students
  - Myrtle reminded everyone that they can sign up for the picnic, potluck and farewell dinner on Supergenius.
  - Chaperones are still needed for JPL.
  - The money for Disneyland tickets must be turned in at least a week in advance.
  - One or two more host families are still needed.
  - Alicia wanted to thank Franchette for including Sister City in the Burbank High School yearbook. It was stated that a greater presence is needed at Burroughs High School.
- C. Official visit by Mayor of Incheon
  - The mayor of Incheon will be making an official visit to Burbank on June 5. He will be visiting with the mayor of Burbank, and then will meet with the students. All students will be meeting at City Hall. The times has yet to be confirmed. There will also be a dinner with the mayor.

#### X. New Business

- A. Next meeting is the last one before students arrive.
  - It is very important that everyone attend. Everyone will also want to hear about the Korea trip.
- B. Next meeting - July 6, 2015.

#### XI. Mark Your Calendar

- A. July 6, 2015 - BSCC Monthly Meeting at Central Library, 6:30 pm.
- B. June 5, 2015 - Mayor of Incheon visit to Burbank
- C. June 19, 2015 - Students leave for Incheon, Korea
- D. July 14, 2015 - Students visit Burbank City Council

E. July 28 - Ota students arrive in Burbank

XII. Adjournment

A. Doug Grimshaw made a motion to adjourn the meeting. Chris Walker seconded the motion. The meeting was adjourned at 7:05 pm.