

**BURBANK SISTER CITY COMMITTEE
MINUTES**

**Meeting was held in the Buena Vista Library
300 N. Buena Vista St. – Burbank, CA 91505
Monday, November 2, 2015
6:30 PM**

- I. Call to Order – Dena Grimshaw began the meeting at 6:42 pm.
- II. Members and Guests in Attendance
 - a. Aly Montoya, Anitra Castle, Emilie Sirahi, Rachel Baroma, Tomoko Serizawa, Ryan Jalalizadeh, Spencer Kierstein, Laurie Kierstein, Rosie Ramirez, Reyna Ramirez, Teresa Maynes, Shannon Carr, Michelle Carr, Dena Grimshaw, Doug Grimshaw, Myrtle Keefe, Melissa Potter, Felipe Morales, Daniel Morales, Tracy Andruscavage, Nick Andruscavage,, Eunsoo Jeong, Alicia Boote, Bob Boote, Gretchen Keefer, Samantha Keefer, Darrin Borders, Nancy Kachline, Howard Fallman, Alex Ieraci, Chris Black, Jim Namkung, Jeff Cabimlim.
- III. Welcome
- IV. Approval of Minutes
 - a. Dena gave the members a few minutes to look over the minutes from the September meeting.
 - b. A change was made to the minutes. The current Youth Coordinators are Rachel Baroma and Jodi Levy. The next Youth Coordinators will be Myrtle and Tom Keefe.
 - c. Doug Grimshaw made a motion to approve the minutes. Nancy Kachline seconded the motion. The motion was approved unanimously.
- V. Treasurer’s Report
 - a. Ending balances as of October 31, 2015

Checking	\$1917.10
Gaborone	\$50.46
Savings	\$7548.20
TOTAL	\$9,515.76
- VI. Public Communication
 - a. No report
- VII. Correspondence
 - a. Alicia Boote reported that a father of one of the visiting students came to visit with a care package.
 - b. Melissa Potter reported that our sculpture is now in Incheon. On November 17 Mayor Bob Frutos and Dr. David Gordon will be going there to see the installation.
- VIII. Committee Reports
 - a. Gaborone, Botswana – Doug Grimshaw
 - i. Contact has been made with Tommy about an upcoming visit. We are waiting for more information. We hope to send a delegation there in 2017.
 - b. Solna, Sweden – Ted DiVirgilis/Barbara Felipe
 - i. No report
 - c. Incheon, South Korea – Rachel Baroma
 - i. No report

- d. Ota, Japan – Tomoko Serizawa
 - i. No report
- e. SCI SoCal Chapter – Alex Moreno
 - i. There will be a meeting on November 14 in Riverside, not Bakersfield as previously thought. Alex Moreno will be going, anyone interested in going should contact him.
- IX. Unfinished Business
 - a. Ota Visit
 - i. The new chaperones for Ota are Myrtle and Tom Keefe.
 - ii. Student interviews will be held on the nights of November 18 and 19. Students who were supposed to go to Incheon last summer do not have to interview for one trip.
 - iii. A Vice-President is still needed for when Myrtle is done.
- X. New Business
 - a. Myrtle Keefe has officially taken over as President.
 - b. Bikeathon 2016
 - i. Discussion was brought up whether students want to do another bikeathon as a fundraiser, or possibly something else. There will be more discussion later.
 - c. Holiday Potluck
 - ii. A holiday potluck will be held in December at the Buena Vista Library meeting room. A sign-up sheet is being passed around for people to sign-up what they want to bring.
- XI. Topics for Future Agenda
- XII. Calendar
 - a. November 18 and 19 – Student interviews
 - b. December 7 – BSCC Holiday Potluck at Buena Vista Library at 6:30 pm
 - c. January 4 – BSCC Monthly meeting 6:30 pm at Central Library
- XIII. Adjournment
 - a. Nancy Kachline made a motion to adjourn the meeting. Alex Ieraci seconded the motion. The motion was approved unanimously and the meeting was adjourned at 7:06 pm.