

**BURBANK SISTER CITY COMMITTEE
MINUTES**

**Meeting was held in the Central Library Auditorium
110 N. Glenoaks Blvd. – Burbank, CA 91502
Monday, March 7, 2016
6:30 PM**

- I. Call to Order – Myrtle Keefe began the meeting at 6:36pm

- II. Attendance: Myrtle Keefe, Gretchen Keefer, Kathy Siraki, Emilie Siraki, Taylor Castile, Anitra Castile, Alycce Montoya, Aly Montoya, Ryan Jalalizadeh, Michelle Carr, Shannon Carr, Diana Cristea, Spencer Kierstein, Daniel Morales, Laurie Kierstein, Reyna Ramirez, Rosalina Ramirez, Teresa Maynes, Charlie Colato, Melissa Potter, Elizabeth Goldman, Arnel Tacub, Estrella Tacub, Monica Severson, Luis Ramirez, Yukie Shirtcliff, Tomoko Serizawa, Joseph Siraki, Alicia Boote, Roya Mavaddat.

- III. Approval of Minutes
 - A. Myrtle allowed for time to look over the February Minutes
 - B. No corrections or additions were needed
 - C. Alicia Boote made a motion to approve the minutes. Gretchen Keefer Seconded the motion. The minutes were approved unanimously.

- IV. Welcome

- V. Treasurer's Report
 - A. Membership payments and airfare payment and interest were shown.
 - B. **Ending Balances as of March 1, 2016**
 1. Checking \$ 1,917.43
 2. Gaborone \$ 50.46
 3. Savings \$ 11,539.64
 4. Total \$ 13,507.53
 - C. Joseph Siraki made a motion to approve the Treasurer's Report. Ryan Jalalizadeh seconded the motion. Treasurer's report was approved unanimously.

- VI. Public Communications
 - A. Myrtle Keefe welcomed the new Burbank Public Library Director Elizabeth Goldman.

- VII. Correspondence
 - A. Mason Keefe announced that Siwan (Incheon student) graduated from college.

- VIII. Committee Reports
 - A. Gaborone, Botswana – Myrtle Keefe for Doug Grimshaw
 1. Doug Grimshaw has been speaking to Tommie Hamaluba
 2. BHS has started malaria campaign. Contact Doug if there are any questions.

- B. Solna, Sweden – Jessica Werlieb and Mark Norberg are continuing with the pen pal program with Solna.
- C. Incheon, S. Korea – Rachel Baroma – Travel dates were suggested for June 21 – July 5, 2016. They will get back to us and let us know.
- D. Ota, Japan – Tomoko Serizawa – Travel dates are set tentatively for July 12 – July 27, 2016.
 - 1. Nanka Gunna Kenjin-Kai luncheon was on March 5. It was their New Year celebration.
- E. SCI So Cal Chapter – Franchette Brosotto – SCI So Cal wants to send 1 So Cal student to their conference. Student must be between 14-18 years old. Applications due March 26. For more info see Franchette.

IX. Unfinished Business

- A. Walk-a-thon tentatively scheduled for April 2, 2016. Gretchen Keefer reports that anyone can walk. She will send pledge sheets. She will let us know more details next week. Possible have it on the bike path.
- B. Burbank on Parade – Felipe Morales – April 23, 2016. We need students to walk.
- C. Permission for Minors to Travel – can be notarized at next meeting or parents can take it to a notary and pay for it themselves.

X. New Business

- A. Potluck at Roya Mavaddat’s house on May 15 from 4-7. Sign-up sheet has been handed out.
- B. Ota dates are July 12 – 27
- C. Airline tickets – Tomoko - \$200.00 deposit due. This is refundable before April 4th. Tickets on United Airlines are \$1450.36. Leaving LAX at 11:50 am arriving in Tokyo at 3pm. Leave Tokyo on 27th at 5pm arrive LAX 27th at 11:15 am
- D. Student Dance practice went well. All students showed up.
- E. Teresa Maynes- Itinerary Committee – They met and made a few suggestions of new places to take visiting students. Sign in sheet for lead chaperones were passed around
- F. Alicia Boote – Asked all traveling students to have their families fill out an application for hosting students. An email will be sent to all members with the application attached.

XI. Mark your Calendar

- A. April 2, 2016 – Walk-A-Thon
- B. April 4, 2016 – BSCC Monthly Meeting at Central Library 6:30 p.m.
- C. April 23, 2016 – Burbank on Parade

Joseph Siraki motioned to adjourn at 7:25 pm