

**BURBANK SISTER CITY COMMITTEE  
MINUTES**

**Meeting was held in the Central Library Auditorium  
110 N. Glenoaks Blvd. – Burbank, CA 91502  
Monday, February 1, 2016  
6:30 PM**

- I. Call to Order – Myrtle Keefe began the meeting at 6:37pm
- II. Attendance: Myrtle Keefe, Thomas Keefe, Doug Grimshaw, Dena Grimshaw, Lina Carr, Gretchen Keefer, Samantha Keefer, Kathy Siraki, Emilie Siraki, Taylor Castile, S. Castile, Alycce Montoya, Aly Montoya, Ryan Jalalizadeh, Michelle Carr, Shannon Carr, Diana Cristea, Spencer Kierstein, Daniel Morales, Laurie Kierstein, Nancy Kachline, Howard Fallman, Reyna Ramirez, Rosalina Ramirez, Emil Cristea, Alex Moreno, Teresa Maynes, Julian Maynes
- III. Welcome
- IV. Approval of Minutes
  - A. Myrtle allowed for time to look over the January Minutes
  - B. no corrections or additions were needed
  - C. Ryan Jalalizadeh made a motion to approve the minutes. Doug Grimshaw seconded the motion. The minutes were approved unanimously.
- V. Treasurer's Report
  - A. Membership payments and airfare payments and interest were shown
  - B. Ending Balances as of January 31, 2016**

1. Checking	\$1,917.43
2. Gaborone	\$50.46
3. Savings	\$11,539.64
4. TOTAL	\$13,507.53
  - C. Laurie Keirstein made a motion to approve the treasurer's report. Gretchen Keefer seconded the motion. Treasurer's report was approved unanimously.
- VI. Public Communications
  - A. None
- VII. Correspondence
  - A. Note from Ota
- VIII. Committee Reports
  - A. Gaborone, Botswana – Doug Grimshaw
    1. Tommie Hamaluba has emailed – they still plan to have their annual Malaria Campaign July 4-6 in Maun, Botswana. He has requested letters from our Mayor and City officials to send to their city officials for continued thanks and support with our sister city relationship.
    2. BHS will do annual malaria campaign fundraiser for 3 weeks before spring break. We would like JBHS to participate.
    3. Tommie and city officials plan to visit here possibly late July. We are drafting invitation letters to ask for 3-5 people. Still working on it and more details.
  - B. Solna, Sweden – Barbara Felipe - none
  - C. Incheon, S. Korea – Rachel Baroma - none
  - D. Ota, Japan – Tomoko Serizawa – Possible dates of travel to Ota from July 4 - 25
  - E. SCI So Cal Chapter – Alex Moreno/ Franchette Brosotto – There was a historical meeting on Jan. 30 between the northern and southern CA sister Cities. They all came together for 1<sup>st</sup> time in 20 years in San Miguel, CA. Mayor of Paso Robles, Steve Martin, and President of SCI were there.
- IX. Unfinished Business
  - A. BSCC Logo Update – City of Burbank will be issuing a new logo design for us
  - B. Bike-A-Thon
    1. Chair is now Gretchen Keefer and Joe Siraki
    2. April 2, 2016
  - C. Membership Renewal – due to Dena
  - D. Student Orientation

2. 2<sup>nd</sup> airfare payment due tonight
    3. official photos taken
  - E. Permission for Minors to travel – will be postponed to May 2 meeting because we need the dates of travel. (parents must be present)
- X. New Business
  - A. Burbank On Parade
    1. April 23 – Felipe Morales
    2. Next Meeting – March 7, 2016, 6:30pm at Central Library
  - B. Potluck – Roya Mavaddat has volunteered to host a potluck. More info to come soon
- XI. Topics for Future Agenda
- XII. Mark Your Calendar
  - A. March 7, 2016 – BSCC Monthly Meeting at Central Library 6:30 p.m.
  - B. Bike-A-Thon – April 2, 2016
  - C. Burbank on Parade – April 23, 2016
- XIII. Adjournment
  - A. Reyna Ramirez made a motion to adjourn the meeting. Doug Grimshaw seconded the motion. Meeting was adjourned at 7:15pm