

**BURBANK SISTER CITY COMMITTEE
MINUTES**

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

- I. Call to Order – Myrtle Keefe began the meeting at 6:34pm
- II. Attendance: Myrtle Keefe, Elizabeth Goldman, Yukie Shirtcliff, Win Ieraci, Tomoko Serizawa, Monica Severson, Eun Jee Kim, Diana Cristea, Shannon Carr, Spencer Kierstein, Ryan Jalalizadeah, Aly Montoya, Gretchen Keefer, Samantha Keefer, Bob Boote, Alicia Boote, Doug Grimshaw, Dena Grimshaw, Tom Keefe, Mason Keefe, Laurie Kierstein, Estrella Tacub, Susie Avetisyan, Angie Gomez, Roya Mavaddat, Sharon Cohen, Nancy Kachline, Howard Fallman, Jess Talamantes, Eliza Cristea, Franchette Brosoto, Chris Walker, Rima Carr, Daniel Cristea, Emil Cristea
- III. Welcome – Thank you to all who attended the potluck and thank you to Roya Mavaddat and her family for having us at their home.
- IV. Approval of Minutes
 - A. Myrtle allowed for time to look over the April Minutes
 - B. No corrections or additions were needed
 - C. Doug Grimshaw made a motion to approve the minutes. Tom Keefe seconded the motion. The minutes were approved unanimously.
- V. Treasurer's Report
 - A. **Ending Balances as of May 31, 2016**

1. Checking	\$2,876.66
2. Gaborone	\$50.46
3. Savings	\$222,556.94
4. TOTAL	\$25,484.06
 - B. Report was not given at the meeting, but was emailed and signed by the treasurer for official submission to the minutes.
- VI. Public Communications
 - A. None
- VII. Correspondence
 - A. Picnic for Nanka Gunma Kenjinkai will be a potluck if anyone is interested.
- VIII. Committee Reports
 - A. Gaborone, Botswana – Doug Grimshaw
 1. An official letter from Mayor Jess Telamantes was sent to Botswana officially inviting them to come here in late July. Tommie will deliver the letter to their Mayor. We are now waiting for them to send us a response and dates that they will visit in late July.
 2. There is a small amount of funding being given for this visit from Library but we will need additional funding – If anyone wants to sponsor a lunch or dinner or make a donation, please contact Dena or Doug Grimshaw to help.
 3. We will send emails and updates as soon as dates and an itinerary is decided on.
 - B. Solna, Swededn – Barbara Felipe
 1. None
 - C. Incheon, S. Korea – Rachel Baroma
 1. Flights are booked
 2. Passed out itinerary
 - D. Ota, Japan – Tomoko Serizawa
 1. None
 - E. SCI So Cal Chapter – Alex Moreno/ Franchette Brosotto
 1. SCInternational 60th anniversary conference will be in Washington D.C. July 13-16. if interested, talk to Myrtle
- IX. Unfinished Business
 - A. Membership Report

1. Please remember to pay your membership dues. This is very important to allow us to host the visiting students and pay for busses.
- B. Student Orientation
- C. OTA travel dates – July 12 – July 27, 2016.
 1. Meet at the FlyAway – 7am on July 12
 2. Get Yen ahead of time
- D. Incheon Visit – June 21 – July 5, 2016
- E. Itinerary Committee
 1. Passed out Itinerary
 2. Go to signupgenius to sign up for days to attend
 3. Still need chaperones for San Pedro and Disneyland
 4. Discussed the arrival day of students
 5. 4th of July Starlight Bowl Tickets are available for purchase from Myrtle
- F. Host Family Info
 1. There will be a meeting after this meeting with just Host Families
- X. New Business
 - A. Tourism and Economic Development
 1. Mary Hamzoian and Susie Avetisyan discussed the new “Visit Burbank” campaign to help develop our city as a tourist destination and cross promote with other cities around the world.
 - B. Next Meeting – THERE WILL BE NO JULY MEETING
- XI. Topics for Future Agenda
- XII. Mark Your Calendar
 - A. June 21 – July 5, 2016 – Incheon Exchange Students visit Burbank
 - B. NO JULY BSCC COMMITTEE MEETING
 - C. July 12 – July 27, 2016 – Burbank Delegation visits Ota, Japan
 - D. August 9, 2016 – Burbank-Ota Delegation visits City Council Meeting 6:00 p.m.
- XIII. Adjournment
 - A. Alicia Boote made a motion to adjourn the meeting. Gretchen Keefer seconded the motion. Meeting was adjourned at 7:40pm