

**BURBANK SISTER CITY COMMITTEE  
MINUTES**

**Meeting was held in the Central Library Auditorium  
110 N. Glenoaks Blvd. – Burbank, CA 91502  
Monday, October 3, 2016  
6:30 PM**

- I. Call to Order – Myrtle Keefe began the meeting at 6:40pm
- II. Attendance: Myrtle Keefe, Dena Grimshaw, Thomas Keefe, Doug Grimshaw, Shannon Carr, Samantha Keefer, Anitra Castile, Taylor Castile, Gretchen Keefer, Daniel Cristea, Eliza Cristea, Joe Siraki, Emilie Siraki, Spencer Kierstien, Eun Jee Kim, Yukie Shirtcliff
- III. Welcome
- IV. Approval of Minutes
  - A. Myrtle allowed for time to look over the September Minutes
  - B. Correction to the spelling of Yukie Shirtcliff's name. Correction to state that the Nanka Gunma Kenjinkai Anniversary will be on October 29, 2017.
  - C. Joe Siraki made a motion to approve the minutes. Doug Grimshaw seconded the motion. The minutes were approved unanimously.
- V. Treasurer's Report
  - A. **Ending Balances as of September 30, 2016**

1. Checking	\$1,317.41
2. Gaborone	\$322.47
3. Savings	\$8,087.85
4. TOTAL	\$9,727.73
  - B. Donations for the Gaborone visit was shown this month
  - C. Doug Grimshaw made a motion to approve the Treasurer's report. Joe Siraki seconded the motion. The Treasurer's report was approved unanimously.
- VI. Public Comment
  - A. None
- VII. Correspondence
  - A. None
- VIII. Unfinished Business
  - A. Student applications for summer 2017 trip to Incheon due October 21, 2016
  - B. Nominating Committee report – went over open positions still needing to be filled.
    1. Vice President – OPEN
    2. Recording Secretary – Joe Siraki nominated himself
    3. Solna, Sweden – Tom Keefe nominated himself
    4. Fundraising Chairperson – OPEN
    5. Itinerary Chairperson – Eun Jee Kim nominated herself
- IX. New Business
  - A. Election of Officers
    1. Voted on the new board positions and approved unanimously
- X. Committee Reports
  - A. Gaborone, Botswana – Doug Grimshaw
    1. Botswana will celebrated its 50 years of Independence during September
    2. The Burbank Mayor wrote and sent a proclamation recognizing the anniversary and our years of being sister cities.
    3. The annual Malaria campaign fundraiser dates have been set for Burbank High School in the Spring
  - B. Solna, Sweden – Barbara Felipe
    1. None
  - C. Incheon, S. Korea – Rachel Baroma
    1. None
  - D. Ota, Japan – Tomoko Serizawa
    1. None
  - E. SCI So Cal Chapter – Alex Moreno (Samantha Keefer)
    1. Next SoCal meeting on November 5<sup>th</sup>, 2016 – 9:30am to 2:30pm @ Anaheim Metropolitan Convention Center

2. Winners from the SCI Conference Young Artist Authors Showcase will be touring until May 2017. Check [sistercities.org](http://sistercities.org) for locations. Entries for next year's theme of "We are going places" are being accepted.

XI. Topics for Future Agenda

XII. Mark Your Calendar

- A. October 21, 2016 – Student Applications due for Incheon trip, 5:00pm
- B. November 7, 2016 – BSCC Monthly Meeting at Central Library at 6:30pm

XIII. Adjournment

- A. Doug Grimshaw made a motion to adjourn the meeting. Joe Siraki seconded the motion. Meeting was adjourned at 7:06pm