**BURBANK SISTER CITY COMMITTEE**

**AGENDA**

**Meeting to be held in the Buena Vista Library Meeting Room**

**300 N. Buena Vista Street, Burbank, CA 91505**

**Monday, October 7, 2019**

**7:00 PM**

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If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

1. Call to Order
2. Roll Call by Sign-in Sheet
3. Welcome
4. Approval of Minutes
5. Treasurer’s Report
6. Public Comment
7. Correspondence
8. Unfinished Business
	1. Chaperone applications due October 11 and Student applications due October 18
	2. Fundraising ideas
	3. Budget - Susie

1. New Business
	1. Chaperone and student interview dates TBA
	2. \*Election of officers
	3. Overview & trip expectations of students and chaperones
	4. Next Meeting – November 4, 2019, 6:30 pm at Buena Vista Library
2. Committee Reports
	1. Gaborone, Botswana – Anitra Castile
	2. Solna, Sweden – Anitra Castile
	3. Incheon, Korea – Rachel Baroma
	4. Ota, Japan – Tomoko Serizawa
	5. SCI So Cal Chapter – Diana Callahan
3. Topics for Future Agenda
4. Mark Your Calendar
	1. October 11, 2019 – Chaperone applications for Ota trip due, 5:00 pm
	2. October 18, 2019 – Student applications for Ota trip due, 5:00 pm
	3. November 4, 2019 – BSCC Monthly Meeting at Buena Vista Library at 6:30 pm

1. Adjournment

 \*Denotes action items