

# Sister Cities Advisory Committee Meeting Minutes

## May 24, 2023

In Attendance: Amanda Logan, Jim Francis, Cindy Ozaki (virtual), Lisa Armstrong, Rae Moss, Chloe Doucette, Laura Combs, Stephanie Van Ausdeln, Bud Cranor, and Carla Bruington

Not Present: Kendra Peck (Resigned), Catherine Smith, Miyai Griggs (Resigned)

### I. Welcome, Introductions, and Call to Order

5:39pm Amanda Logan called the meeting to order.

### II. Action Items

- Roll Call and Confirmation of Quorum

Roll was taken, and quorum established.

- Vote on Committee Secretary

Amanda Logan asked for any volunteers to serve as the Sister Cities Advisory Committee Secretary. Chloe Doucette volunteered. Lisa Armstrong motioned to accept Chloe Doucette to the position of Committee Secretary. Rae Moss seconded. No objections received. Motion carried.

### III. Discussion Items

- Role of Sister Cities Advisory Committee
- Report from Sister Cities Adult Delegation Committee
- Report from Sister Cities Youth Delegation Committee
- Upcoming Outreach Opportunities
- FY 2023 Budget
- FY 2024 Budget
- Date and Agenda for Next Meeting

Jim Francis discussed the role of the Sister Cities Advisory Committee (SCAC) and provided a high-level overview of the how the hybrid approach committee with City of Idaho Falls' oversight came about. The City's role is one of providing oversight and advice of the budget. Cindy Ozaki gave the Sister Cities Adult Delegation Committee informal report and provided some history – a 42-year overview. Cindy shared that the Idaho Falls Sister Cities delegations host Tokai Mura locally, and on the alternate years Idaho Falls Sister Cities delegations have traveled to Tokai. Kendra Peck, chair of the Sister Cities Youth Delegation has resigned her position – Laura Combs was present and provided the Sister Cities Youth Delegation's informal report and a brief overview of the youth organization and their fundraising efforts. Laura will complete the citizen application requesting appointment to the Sister Cities Advisory Committee. Amanda Logan

raised the agenda topic of outreach opportunities and held discussion with the committee. Ideas mentioned by SCAC members included the following:

Designing a Communications Plan

Advertising and Presentations within D91/D93

(Lisa Armstrong may reach out to Margaret Wimborne to discuss D91 past participation challenges)

Stall at the Farmer's Market

Downtown Events - IFDDC

IF HS Multi-Cultural Event

Chukars & Spud Kings Games

IFPL Knowledge Center

Signage at Friendship Garden

4<sup>th</sup> of July Parade Float

MOI Monthly Programs

Idaho Falls Zoo *Asian Adventure* Booth

Treasure Hunt

Booth at Roaring Youth Jam

Grant Programs for Language Teachers

Clubs/Groups

Chamber of Commerce

Post Register's New Reporter

FY 2023 Budget and FY 2024 Budgets were briefly discussed. The Sister Cities Advisory Committee will need to determine its category-based budget requests. The City of Idaho Falls will meet with City Council for budget presentations in July 2023 and will need Sister Cities Advisory Committee's budget numbers soon. In the past, the City typically budgeted up to \$11,000 per fiscal year for Sister Cities use and was invoiced by the Sister Cities Adult and Youth Delegations for their expenses (e.g., \$3,500: Youth, and \$6,000: Adult), and the City would pay the Sister Cities' International annual dues directly from that fund. Further committee discussion is to take place at the next SCAC meeting on June 8, with a goal to approve/vote at the meeting on June 15. The SCAC members are reminded to engage in no serial communication via email, no deliberation prior to the formal meeting. Amanda Logan will send calendar invites out to the SCAC in addition to a committee roster with affiliations.

**IV. Next Meeting Date(s) and Location**

- a. June 8, 2023 5:30pm – CEI
- b. June 15, 2023 5:30pm – CEI

**Adjourn**

7:25pm Meeting is adjourned.