

Sister City Committee
Minutes of Meeting
March 4th, 2025

Public Comment

The Town's Public Comment Period shall be reserved for those citizens that have signed up to address a Board or Committee, at least twenty-four (24) hours in advance of the meeting, pursuant to the Town's Public Comment Policy. Speakers are limited to three (3) minutes. Additional comments may be submitted in writing.

1. Call the Meeting to Order

Gerry called the meeting to order at 5:30 p.m. The following were present:

Marc Michaelson
Shelby Sallee
Melody Villalobos
Barbara Ibarra
Amy Wise
Mary Ann Rogers
Fran Dunne
Gerry Short
Jonathan Wright

Not Present:

2. Approval of February 4th, 2025 Minutes

Bobbie made a motion to approve the minutes as written. The motion was seconded by Amy and passed unanimously.

3. Financial Status

The monthly reconciliation for February 2025 was reviewed with a balance of \$113,018.33

4. New Student Application

- The committee discussed the student application. Marc suggested reaching out to Zama to ask if they would be willing to take 16 students. The committee also discussed the possibility of the student being an alternate if another student wouldn't be able to go.

- ❖ Fran made a motion to have Marc ask Zama if Sister City would be able to bring 16 students for this new cycle. Depending on what Zama says the student could go this cycle or be an alternate for the next cycle. The Motion was seconded by Jonathon and passed unanimously.
- Shelby will reach out to the student to set up an interview with Amy.

5. Zama Communications

- Marc discussed with the committee Zama's finances and 3 options that were discussed in the last Zoom meeting for the next cycle of travel.
 - Option 1: 5 year rotation.
 - Option 2: 10 students instead of 15 students going.
 - Option 3: 10 days instead of 14 days of travel.
- The committee discussed these options and agreed that 10-12 students and 4 adults would travel.
- Marc discussed with the committee the changes to the flight schedule; will fly in on the 7/19/25 and fly out 8/2/25.

6. Unfinished Business

a. Bio Changes

- Committee discussed changing bio questions for the student to give updated information to Zama on allergies, favorite food, etc. Lisa will work on these changes and will get send out with the newsletter in March.

b. Recap of Chili Supper

- ❖ Bobbie made a motion to give Bryson Jordan & Morgan Surratt both a \$100 credit to each student for most sponsors received. The motion was seconded by Shelby and passed unanimously.
- Committee discussed sending out a groupme chat to the students and parents about turning in sponsorships and tickets by next Monday 3/10.
- Committee discussed thank you notes and how students will be able to send them.
- Committee discussed throwing a Pizza Party for the students at the Senior Center for having such a successful Chili Supper Event. The Pizza Party would be on March 22nd during 4-6pm.
- ❖ Fran made a motion to allocate up to \$500 to pay for the Chili Supper Appreciation Dinner. The motion was seconded by Amy and passed unanimously.
- c. **March Newsletter Update**
 - Shelby discussed what the committee wanted on the upcoming March Newsletter that would go out later this month.
- d. Update on get together for Casey
 - The committee discussed what day and time would be best for the get together for Casey. It was decided Saturday the 8th at 11am at Legends would work best.

7. New Business

- Gerry discussed giving back to the Senior Center for continuous participation in the Sister City Program.
- ❖ Amy made a motion to donate \$1,000 dollars to the Senior Center for appreciation in partnering with the Sister City program. Mary Ann seconded the motion and passed unanimously.
- Committee discussed training sessions for students and getting together dates and times that work before going to Zama.
 - The dates the committee selected are June 1st, and June 8th that will be held at Town Hall from 2-4pm.
- Shelby discussed with the committee trying to get Canva pro for the organization and what documents she is needing to make that happen. Lisa will send her the 501c and any other documents.
- Committee discussed gifts that are needed to be purchased for exchanges while at Zama.
- Committee discussed potential fundraiser opportunities with the Smyrna Recreation Baseball tournaments in the fall.

8. Other

- Marc discussed with the committee that the Taiko Drummers will be in Nashville on March 18th and wanted parents and students to have the information. Lisa will be sending out this information to parents and students.
- Committee discussed chaperones of who is going. Jonathan suggested to take himself off of the going list for cost saving.
- Committee discussed Modern Woodmen Financial letter- Fran will be the POC for this moving forward.
- Committee discussed the next zoom meeting with Zama will be held on March 20th at 7pm Central time.
- Committee confirmed the next meeting will be April 1st, 2025.

9. Adjournment

With no further business before the committee, a motion was made to adjourn by Fran and seconded by Melody at 7:09 p.m.