

Sister City Relationships Advisory Commission

DATE: Wednesday, January 9, 2013

TIME: 4:00 PM

PLACE: City Hall – Conference Room A, 50 W. 13th Street, Dubuque

Unofficial Notes (no quorum)

Present: Sheila Castaneda, Jeff Jochum, Dick Landis, Phyllis Lee, Pat McNamara, Annalee Ward

Excused: Joyce Connors, Larissa Filimonenko, Kevin Lynch, Betty Phillips

Absent: Michael Coty, Louise Thurn

Guest: Jeff Walters, Iowa Sister States

There was no quorum of commissioners so those present held a discussion on the following topics for informational purposes only:

1. **Approval of Minutes for November 14, 2012, Meeting** (vote postponed to March meeting)
2. **Development of By-Laws:** Firnstahl distributed an information packet to be used in drafting bylaws and mission statement at the next meeting. Commissioner Jochum volunteered to begin a draft of bylaws.
3. **Sister Cities Relationships Updates**
 - a) Dornbirn, Austria – Delegation Visit – May 2013. Landis and Firnstahl reported that a delegation from Dornbirn will visit Dubuque in May 2013. Tentative dates are May 8-14. Discussion about a itinerary details and sponsors will take place at the March meeting.
 - b) Pyatigorsk, Russia – Jeff Walters of Iowa Sister States reported on the status of relations with Pyatigorsk as impacted by changing government officials. He stated that they are still interested in maintaining relations. Best options include a visit to Pyatigorsk by a Dubuque City Official, and proposals for educational and artistic exchanges. Jeff also provided some history on how Dubuque and Pyatigorks were originally chosen as Sister Cities and subsequent visits by former Mayor Brady and Council Member John Markham.
 - c) Handan, China – Iowa Sister States 30th Anniversary Year. Landis reported that the focus of this visit will put focus on Northeast Iowa due to activities occurring in and around Muscatine. Dubuque has submitted a proposal to use the Growing Sustainable Communities Conference as an invitational event.

Firnstahl will draft a letter for the Mayor's signature to send to each Sister City inviting them to the Growing Sustainable Communities Conference. Landis and Jochum volunteered to translate the Handan and Pyatigorsk letters into native languages.

4. **Library Archive and Display – Update:** Landis reported that the display was completed in time for the Art@Your Library reception. The Commission will alternate use of the display case with Friendship Force for two-month time periods. We will have the space through mid-February and again in mid-April. Dornbin items will remain in the case for the May visit with the possible addition of items from Handan and Pyatigorsk.

5. Items from Staff

- a. Web Page Development: Firnstahl asked that commissioners view the City's web page and requested ideas and corrections. Mr. Walters and Mr. Jochum were asked to provide any historical information they might have.
- b. Membership and Vacancies: Firnstahl advised that there is currently one vacant position on the Commission. Commissioner Coty is not reapplying, and Commissioners Thurn and Phillips' applications will be considered by Council on January 22.
- c. Firnstahl distributed a sign-up sheet for Commissioners who would like a small amount (24) Sister City business cards. Cards are created and printed in house and require a name, phone number and e-mail address.

6. Next Meeting: Wednesday, March 13 at 4:15 p.m.

Discussion ended at 5:05 p.m.

Prepared and submitted by Kevin S. Firnstahl, CMC, City Clerk.