

Sister City Relationships Advisory Commission

DATE: Wednesday, July 15, 2015

TIME: 4:00 PM

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

Minutes

Present: Sheila Castaneda, Joyce Connors, Robert Felderman (joined at 4:03 p.m.), Jeffrey Jochum, Dick Landis (via phone), Phyllis Lee, Kevin Lynch, Louise Thurn, Richard Van Iten, Annalee Ward, Bryan Zygmunt

Absent: Patrick McNamara, Betty Phillips

1. Approval of Minutes from the May 20, 2015 meeting: Motion by Lee. Seconded by Ward. Motion carried 10-0.
2. Financial Report – Firnstahl reported that with the new fiscal year, the budget is \$5,680. (\$5,000 plus \$680 for annual Sister Cities International dues) SCI dues increased by \$85 for a total of \$756 and are paid in May. Notice of the increase arrived too late to adjust the FY 2016 budget. That leaves a balance of \$4,915 for FY 2016. Chairperson Landis' expenses for Handan, China, were covered by the FY2015 budget. Council representatives Lynch and Connors will discuss the carryover unused funds from FY 2016 with the City Manager.
3. Goal Setting: Next Steps/Action Plan – Assistant City Manager Cindy Steinhauser provided guidance and solicited ideas from the Commission for following up on the Commission's goal setting sessions. It was agreed that a separate meeting is needed for discussion of mission statement, accomplishments/successes, what didn't get done and why, short-term/long-term action plans, dialogue on articulating the purpose of the commission. Firnstahl will poll the commission for potential dates in late August.

Discussion was given to Sister City Committees as non-profit/non-governmental organizations at this time for incorporation into the goal setting discussion. Comments included taking inventory of existing resources, partnerships, models, and telling Dubuque's Story relevant to the mission. Information on non-profit sister city organizations will be compiled by Steinhauser and Firnstahl for the special session.

4. Dornbirn, Austria Update: Jochum reported that the Mt. Calvary cemetery has been involved with a restoration project that included donations from the City of Dornbirn, Austria, in recognition of the many Dornbirn immigrants buried in the cemetery.
5. Handan, China: Update:
 - a. Delegation Visit -Landis provided an overview of the May delegation visit reporting on the meetings with universities and technology schools interested in short-term exchanges with students and/or faculty that could include the transfer of credits. A debriefing meeting was conducted with the delegation to discuss the economic development impact and the agriculture equipment market in China. Landis will attend a meeting in August to discuss an agreement with regional educational institutions and also presenting on the Handan delegation to the Dubuque Optimists' August 6 meeting. Firnstahl will forward a copy of the Handan itinerary to the Commission.
 - b. Status of Photo Exhibit and Humanities Iowa Grant – Landis reported that the final report is being drafted for submission prior to August 28. Thurn will provide Landis with a list of exhibit contacts. Discussion was given to options for continued use and/or display of the photos such

as ISU collection, Keystone AEA 1's culture kits distribution among the agency's school districts, or other exhibit requests.

6. Pyatigorsk, Russia Update – Jochum reported on the recent Open World visit and dinner with the Ukrainian young professionals through the Chamber of Commerce that included a presentation the following day.
7. Pen Pal Student Exchanges –Thurn reported that packages of artifacts where sent from Bryant School to their Chinese counter parts prior to school letting out. Plans for the next school year with Handan and Dornbirn are tentative. Firnstahl reported earlier on receiving correspondence from Eva Thurnher regarding securing a new teacher for the next school year and that she would be contacting Commissioner Thurn with the contact information.
8. Sister City Committees as Non-Profit/Non-Governmental Organizations (covered under #3)
9. Library Archive and Display Update – Landis will check with the Library next week about a display of items from the May delegation visit to Handan, China.
10. Next Meeting: Regular meeting on September 16. Goal setting follow up TBD in August.
11. Adjournment: Motion by Felderman to adjourn at 5:00 p.m. Seconded by Castaneda. Motion carried 11-0.

Submitted by Kevin S. Firnstahl, City Clerk