



SANTA FE SISTER CITIES COMMITTEE

December 21, 2016

CVB Administrative Conference Room

4:00 – 5:00pm

955-6707

Goals of Santa Fe's Sister Cities Committee

- More effectively market Sister Cities and what they do
- Develop educational programs in schools
- Strengthen relationships w/ existing Sister Cities
- Involve greater community in work/activities of Sister Cities
- Re-enforce and build existing relationships through trade and tourism efforts

1. Call to Order
2. Approval of Agenda
3. Approval of Minutes – October 26, 2016
4. Report of Chair – Carol Robertson Lopez
5. Report Updates
 - a. 2017 Proposed Sister Cities Meeting Schedule (Julie)
 - b. 2017 Sister Cities International Youth Summit – Update (Julie)
 - c. 2017 Sister Cities Teacher Grant Program – Update (Julie)
 - d. SCI Wall Map Replication request – Update (Julie)
 - e. 2016-17 Sister Cities International Journal Exchange (Jeff)
6. Action Items:
 - a. Request for Approval of 2017 Sister Cities Meeting Schedule
7. Committee Reports
8. Other Items

* Persons with disabilities in need of accommodations, contact the City Clerk's Office at 955-6520, five (5) working days prior to meeting date.

Item	Action	Page Number
Call to Order	The Chair called the Santa Fe Sister Cities Committee meeting to order at 4:00 pm. A quorum was declared by roll call.	Page 2
Roll Call	Roll call reflects a quorum	Page 2
Approval of Agenda	Mr. Olivas moved to approve the agenda as presented, second by Mr. Rubenstein, motion carried by unanimous voice vote.	Page 3
Approval of Minutes, October 24, 2016	Correction: Page 7 – Under Committee reports, On behalf of Mr. Fernandez it was noted that Parral is in turmoil; both mayors parties lost to an Independent. Mr. Rubenstein moved to approve the minutes of October 24, 2016 as amended, second by Mr. Fernandez, motion carried by unanimous voice vote.	Page 3
Report of the Chair	Informational, outlining 2017 items for discussion.	Page 3
Report Updates 2017 Proposed Sister Cities Meeting Schedule 2017 Sister Cities International Youth Summit 2017 Sister Cities Teacher Grant Program SCI Wall Map Replication Request Update 2016-17 Sister Cities International Journal Exchange	Informational	Page 3 - 5
Action Items Request for approval of 2017 Sister Cities Meeting Schedule	Mr. Olivas moved to approve the 2017 Sister Cities Meeting Schedule, second by Mr. Fernandez, motion carried by unanimous voice vote.	Page 5
Committee Updates/Other Updates	Informational	Page 5-6
Adjourn and Signature Page	There being no further business to come before the Sister Cities Committee, the meeting was adjourned at 5:15pm	Page 6

SANTA FE SISTER CITIES COMMITTEE

DECEMBER 21, 2016

Convention Center, Santa Fe, NM

4:00 p.m. – 5:15 p.m.

GOALS OF SANTA FE SISTER CITIES COMMITTEE

- More effectively market who Sister Cities is and what they do
 - Develop educational programs in schools
 - Strengthen relationships with existing Sister Cities
- Involve greater community in work/activities of Sister Cities
- Re-enforce and build existing relationships through trade and tourism efforts.

MINUTES

1) Call to Order

The Chair, Carol Robertson-Lopez called the Santa Fe Sister Cities Committee meeting to order at 4:00 pm. A quorum was declared by roll call.

Present:

Carol Robertson-Lopez, Chair

Dr. Jeff Case

Bernard Rubenstein

Arthur Olivas

Carl Moore

Rudy Fernandez

Not Present/Excused:

Ling Tong, Alternate

Kim Song, Alternate

Gilbert Delgado

Clara Padilla Andrews, Excused

Others Present:

Julie Bystrom, Staff Project Manager

Fran Lucero, Stenographer

The Chair will make contact with Mr. Delgado to check on his health status.

The Chair announced that Ms. Bystrom will be retiring after 30 years of service. Ms. Bystrom expressed her sincerest of thanks for the confidence placed in her during her tenure and service to the Sister Cities committee. Ms. Bystrom also noted that all her transition files and processes are all in the hands of the Director, Debra Garcia y Griego. She reiterated that this committee is an incredible source and connection to our sister cities. Ms. Bystrom also expressed her congratulations to Mr. Moore for his presentation and sharing of information with Travel Bug.

2) Approval of Agenda

Mr. Olivas moved to approve the agenda as presented, second by Mr. Rubenstein, motion carried by unanimous voice vote.

3) Approval of Minutes – October 24, 2016

Correction: Page 7 – Under Committee reports, On behalf of Mr. Fernandez it was noted that Parral is in turmoil; both ~~mayers~~ parties lost to an Independent.

Mr. Rubenstein moved to approve the minutes as amended, second by Mr. Fernandez, motion carried by unanimous voice vote.

4) Report of the Chair

New Year Follow Up

- a. Establishing the relationship with San Miguel Allende
- b. City Attorney has provided information and guidelines regarding the 501©3 and the business of the Sister Cities committee.
- c. The Chair would like to ask that Dr. Case become the educational contact for Sister Cities. Meeting has been held with Mr. Gerlich on different programs and establishing a working relationship with Mandela would be very positive. Another meeting was with Cindy Montoya, NM School for the Arts; Dr. Case has a great working relationship with her. Dr. Case would talk to them about bringing delegations for Sister Cities. The Chair said it we had a 501©3 to fund some of the student exchange programs would be so beneficial. Ms. Bystrom did note that the procurement and contract requirements are very limited and specific. They will require contracts for anything over \$200, they will not waive insurance and other strict guidelines. These changes encompass accountability, budgetary and other strict guidelines.
- d. New Year discussion on budgetary limitations and ear marking funds for special requests, i.e., events, marketing and other items that should be identified by the Sister Cities Committee. The Chair spoke of the plus and minus effects of a 501©3. Funding mechanism can be discussed with one recommendation to seek contributions.

5) Report Updates

a. 2017 Proposed Sister Cities Meeting Schedule

Ms. Bystrom noted that the meeting schedule will be as listed below, time will be 4:00 pm, and location will be the Administrative Conference Room in the Convention Center.

January 11, 2017	February 8, 2017	March 8, 2017	April 12, 2017
May 10, 2017	June 14, 2017	July 12, 2017	August 9, 2017
September 13, 2017	October 11 2017	November 8, 2017	December 13, 2017

b. 2017 Sister Cities International Youth Summit – Update

Ms. Bystrom reported on the SCI 2017 Youth Summit/National Conference document presented by Dr. Case. The request was to send 2-4 students, City of Santa Fe would pay registration fee of \$400 and \$200 to offset travel expenses. Ms. Bystrom said that the city has responded that the student would need to have comprehensive personal

insurances and there was question on issuing money to a minor. Each student would need to write a contract.

Mr. Rubenstein said with the strict feedback and guidelines from the City that the idea provided by Dr. Case to look for outside money for sponsorship of these students.

Ms. Bystrom said that there is time for this request to research further funding opportunities.

The Chair would like to know if anything would change if the City covered the registration.

c. 2017 Sister Cities Teacher Grant Program – Update

Dr. Case wanted to work with Partners in Education and to request \$1000 to be split for two teachers. The Legal Department said that there is a prohibition to gift an organization and have them in turn gift the teachers. This items falls under the Anti Donation Law.

Dr. Case shared an article titled: A Partnership that Stretches to China by Ms. Ruth Greeley speaking positively about the Sister Cities Committee and CIR. (Exhibit A)

d. SCI Wall Map Replication Request – Update

Ms. Bystrom said that in conversation with Ms. Garcia y Griego she would need additional details and information before she could provide any type of an opinion. Dr. Case said that the map does not have to be big, it doesn't have to be only schools it could be businesses and/or other areas of interest. Mr. Moore and Dr. Case spoke briefly about this concept and find that this would not be a hard project to work on in the future.

Mr. Olivas also provided caution that it should not be so small that the text is not readable; pictures will show nicely. Mr. Moore shared an example of what could be done with the images to produce something with text. The Chair asked that Dr. Case and Mr. Moore pursue this possibility. Ms. Bystrom will send the committee a schematic that exists for consideration. Dr. Case said as in the past we hold back because of the cost and Mr. Moore said that this is affordable; it is a time intense project, i.e., picture and setup vs. financial support. Dr. Case said that he will have the students do a Sister City New Year's Eve card including the map.

e. 2016-17 Sister Cities International Journal Exchange

Dr. Case is working on this project and asked that this be placed on the agenda for the near future. He has 9 writings to include Santa Fe and International students. Dr. Case reached out to students and the response has been positive. Dr. Case will do additional work to organize the Journal and to include support letter from the Mayor. The plan is to send copies of this journal to a very strong distribution list which might also help generate funds.

The Chair said that in talking to Ms. Cindy Montoya from the NM School for the Arts, they both felt that including these students writing was certainly a positive challenge but also a great accomplishment tool for them.

6. Action Items:

Request for Approval of 2017 Sister Cities Meeting Schedule
Calendar is reflected above with acceptance of dates, times and location by the Sister Cities Committee members.

Mr. Olivas moved to approve the 2017 Sister Cities Meeting Schedule, second by Mr. Fernandez, motion carried by unanimous voice vote.

7. Committee Reports

Bernard Rubenstein: Congratulations to Mr. Carl Moore for his presentation and exemplary images at Travel Bug.

Mr. Rubenstein has organized a future meeting with Mayor Gonzales to meet with the Cuban committee to officially invite the delegation from Holguin, Cuba our official sister city.

Mr. Rubenstein will be going to Holguin to conduct a symphony. There will be other official meetings to discuss different opportunities between Cuba and Santa Fe. The head of the Minister of Culture has arranged a meeting with the President of their Culture Department. Mr. Rubenstein will deliver a beautiful book from the city of Santa Fe and a formal letter from the Mayor. Mr. Moore and Mr. Rubenstein will cross over at the same time in Holguin; Mr. Moore offered to take pictures.

Mr. Rubenstein said that Mandela School is also coordinating a trip to Cuba and it is estimated about 12 students will go. Mr. Gerlich has been to Cuba and will work with Mr. Rubenstein, more information to follow.

Mr. Fernandez noted that he has not been in touch with Parral since the beginning of October when the new Mayor took office. More details will follow as not much is available right now with their unfavorable relationship.

Dr. Case expressed his congratulations to Mr. Moore on the Travel Bug presentation. Mr. Tom Sharp had a conversation with Dr. Case on his recent trip to Holguin, Cuba. Both Mr. Moore and Mr. Rubenstein spoke with Mr. Sharp prior to his trip and they will follow up with him for feedback. Dr. Case said that CIR is also planning a trip to Cuba and mentioned the amount for the trip.

Carl Moore: Thank you for the comments. Mr. Moore mentioned that Dr. Case made a small presentation on Sister Cities prior to Mr. Moore presenting. One question was, "what has Sister Cities done" what are the accomplishments? Mr. Rubenstein also echoed that we need a cheat sheet of our accomplishments. Mr. Moore said that he noted that a trip would

be planned in April to Cuba and there was great interest as the attendees knew the location specifics would be so lucky if these two men took the leadership.

Mr. Olivas said one of the projects which seem to be of interest is the Japanese Tea Ceremony. A solstice tea was done in Taos and generated a great amount of interest. It was also noted that the next Japanese celebration will be done in the convention center for the last time in 2017, they want to make it as a street fair. The Chair would like to extend an invitation to the Mayor of Japan to visit Santa Fe. Mr. Olivas has not met the new Mayor, hopefully in 2017 a meeting and contact can take place to extend an invitation.

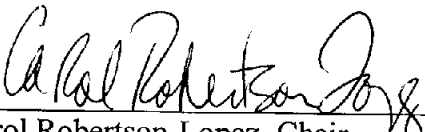
8. Other Items

The Chair noted that it might be time to meet with the Airport Manager regarding the Sister City Maps. It might be time to talk to the city councilors for support. The concern is for the preservation of the map. Thank you to Ms. Bystrom for her accomplishments in getting the map done. The Chair will take on this task.

9. Adjournment

There being no further business to come before the Sister Cities Committee, the meeting was adjourned at 5:15 pm.

Signature:


Carol Robertson-Lopez, Chair


Fran Lucero, Stenographer