



Agenda

CITY CLERK'S OFFICE

DATE 7-13-11 TIME 9:13am

SERVED BY Julie Bystrom

RECEIVED BY [Signature]

SANTA FE SISTER CITIES COMMITTEE

Wednesday, July 20, 2011

City Councilors' Conference Room

200 Lincoln Avenue

4:00 p.m.

955-6707

- I. Call to Order
 - A. Roll Call
- II. Approval of Agenda
- III. Approval of Minutes
 - a. June 15, 2011
- IV. Financial Reports
 - a. Julie Bystrom, City of Santa Fe Liaison
 - b. Rudy Fernandez, Sister Cities Association Treasurer
- V. Report of Chair
 - a. Retreat Follow-up
 - b. Santa Fe Sister City Committee Chair assignments
 - c. Fund Raisers
 - i. Sister City Trips and Tours
 - ii. Events – When and Where
- VI. Committees Reports
 - a. Bernie Rubenstein, Cuba
 - b. Carol Robertson-Lopez, International Folk Art Market
 - c. Arthur Olivas – Report on Japan
 - d. Dan Anthony – Report on Italy trip
- VII. Other Business
- VI. Adjournment

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

**Index Summary of Minutes
Santa Fe Sister Cities Committee
July 20, 2011**

<u>INDEX</u>	<u>ACTION TAKEN</u>	<u>PAGE(S)</u>
Cover Sheet		1
Call to Order	Call to Order by Chair Gilbert Delgado at 4:00 pm – City Councilor's Conference Room	2
Roll Call	Roll call indicated a quorum. 3 Absences, 1 Excused	2
Approval of the Agenda	<i>Agenda approved with addition of VI-E, Report from Julie Bystrom</i>	2
Approval of Minutes Corrections: Ms. Carol Robertson- Lopez, not: Mr. Robertson	<i>Mr. Rubenstein moved to approve the minutes of June 15, 2011 as amended, second by Mr. Olivas, motion carried by unanimous voice vote.</i>	2-3
Financial Report	Informational	3
Report of Chair	Assignment of Committee Chairs and Members Public Relations Committee – Chair Delgado, Bernard Rubenstein and Carol Robertson-Lopez Fund Raising Committee – Rudy Fernandez, Chair, Dan Anthony and Gilbert Romero Organizational Committee - Carol Robertson-Lopez, Chair, Arthur Olivas and Ling Tong	4-5
Committee Reports Report on Cuba Report on Bukhara Report on Japan Report on Italy	Informational	5-6
Other Business	None	6-7
Adjournment	Adjourned at 5:15 pm	7

SANTA FE SISTER CITIES COMMITTEE
MINUTES
July 20, 2011
4:00 pm – 5:15 pm

The meeting was held at the City Councilor's Conference Room and called to order by the Chair at 4:05 pm. A quorum was declared.

1) Call to Order - Roll Call

Present

Gilbert L. Delgado, Chair
Rudy Fernandez
Daniel Anthony
Bernard Rubenstein
Carol Robertson Lopez
Arthur Olivas

Excused Absence

Ling Tong

Absent

Gilbert Romero
Roque Garcia, Alternate
Sharon Maloof, Alternate

Others Present:

Julie Bystrom, Staff Liaison
Fran Lucero, Stenographer

Discussion:

Staff Liaison to track the absences both excused and regular absences. Alternate names will always be called as part of roll call.

Update on Membership: Ling Tong would like to continue on the Sister Cities Committee, Sharon Maloof will submit her letter of resignation and Roque Garcia had some confusion as to his attendance at the meetings.

2) Approval of Agenda

Agenda amended to include VI-E (Report by Julie Bystrom). Agenda accepted as amended.

3) Approval of Minutes, June 15, 2011

Note: The Chair will discuss follow-up to minute items either under the Report from the Chair or Committee Reports in the future.

SANTA FE SISTER CITIES COMMITTEE
MINUTES
July 20, 2011
4:00 pm – 5:15 pm

Page 3: Julie to create a one page synopsis on personal review works; Julie will provide this document to the Committee.

The Chair was to provide revisions to the Mission Statement, i.e., culture, education and long range plan. He has started a draft and will provide a report at the next committee meeting.

Talked at length about alternate members. It was suggested strongly that the alternate members should be contacted to find out if they wanted to remain on the committee. Sharon has indicated that she does not have the time and will submit her resignation. Sharon will volunteer and support Sister Cities on her own. Ling Tong has indicated that she would like to remain as a member. Roque misunderstood; he thought since he was an alternate he didn't need to come to the meeting. Ms. Bystrom has indicated to Roque that the Committee does need for him to attend the meetings. Bernie said that he had discussed the idea of his alternate being 2 individuals from the Cuba group who could attend in the event of his absence.

Ms. Bystrom informed the committee that there will not be a meeting in August.

Page 4: The Facebook name has been changed by Carol Robertson-Lopez; it now is listed as Santa Fe Sister Cities Committee.

Page 5: Ms. Bystrom provided the committee with an up to date membership list.

Corrections:

Page 5: Ms. Robertson-Lopez (not Mr. Robertson)

Mr. Rubenstein moved to approve the minutes of June 15, 2011 as amended, second by Mr. Olivas, motion carried by unanimous voice vote.

4) Financial Reports

a) Julie Bystrom, City of Santa Fe Liaison

Talked about the end of year process and is doing reconciliation on what will be carried over. There was \$6500 left over and Julie has made the request to bring this forward. The \$15,000 is in the account.

b) Rudy Fernandez, Sister Cities Association Treasurer

Balance in Account as of 6/30/11: \$4575.93

Follow Up: An invoice needs to be sent to the City for reimbursement on the trip to Spain. The financial report will be updated by next meeting. The Chair asked for an Association meeting after the regular meeting for a brief 15 minutes.

SANTA FE SISTER CITIES COMMITTEE

MINUTES

July 20, 2011

4:00 pm – 5:15 pm

5) Report of Chair

a) St. Michael's High School: Their representative has e-mailed the contact in Spain. The Chair has met with the local committee, Barbara Vigil, Edward Gonzales and Leo Kahn. The Chair is trying to get them to plan with the high school. The chair said that part of the discussion was also about fund raising and some very positive ideas were shared. This local committee is hopefully going to meet with Marcy who is the Chair at the High School. There is also a teacher named Patricia who may assume the responsibilities as Chair. They are progression and soon they will have a number of how many individuals would be involved in this trip. The Chair also spoke about events at the school and how they would impact this project such as the homecoming. More information will follow. Bernie said that his granddaughter has set up an e-mail pen pal with a young girl in Cuba and the high school should be thinking of doing this as well. Mr. Olivas said that this would be a good process for Japan as well and keep these relationships growing. The Chair will meet with the committee at the high school.

b) Retreat Follow Up

c) Santa Fe Sister City Committee Chair Assignments

Public Relations & Publicity Committee – Chair Delgado, Bernard Rubenstein and Carol Robertson-Lopez

Fund Raising, Finance & Events Committee – Rudy Fernandez, Chair, Dan Anthony and Gilbert Romero

Organizational Committee - Carol Robertson-Lopez, Chair, Arthur Olivas and Ling Tong

The Chair would like Reports from Committees to be a standard item on the Agenda.

d) Fund Raisers

i) Sister City Trips and Tour

This was one item was discussed as a fund raiser but the committee did not talk about an actual event. It was recommended that this item be talked about at next month's meeting.

ii) Events – When and Where

- Dan Anthony asked if the Estrellas function would be held again.

SANTA FE SISTER CITIES COMMITTEE
MINUTES
July 20, 2011
4:00 pm – 5:15 pm

- Mr. Olivas said he would like to see a calendar that shows all the events planned in order to review the dates for future planning. The committee members were in agreement that this is a functional tool that is needed and it should be available to all members for planning purposes. Carol Robertson Lopez said that the calendar will also be on Facebook. Ms. Bystrom said that she will work on a Year-at-a-Glance Calendar. The Chair asked Julie if she could find out who does the calendar for the Pasatiempo as a resource to plan around. Mr. Olivas said that most important is to know what events the city has planned; this should be placed on the calendar. This calendar would enable the committee to plan and not conflict with other city functions. Mr. Fernandez said that it would be good to identify two events that would happen for example March, October that the committee can plan forward. Any other information that the committee would like to see on the calendar should be sent to Julie Bystrom. jmbystrom@ci.santa-fe.nm.us

The Committee agreed that the calendar could be updated every 2 months or so.

6) Committee Reports

- a) Bernie Rubenstein, Cuba
Bernie reported that they had a successful annual meeting of the Sister Cities Association. They had an exhibition of Cuban films and the Santa Fe Photographic Workshop and they are also planning several trips to Cuba and they have an association with Santa Fe Photo Workshops, Photo Tech. All of their officers were re-elected and Bernie was elected President again. They discussed US travel policies to Cuba and economic changes. The Cuba Caravan was held and Mayor Coss participated. Through different sources there was about \$1500 going to the Cuba Caravan for construction materials, medical equipment, educational supplies and also a Kia Van. They also sold about \$200 in items. The next event is Monday August 22, 2011 at 7:30 pm – for a documentary named *Will the Real Terrorist Stand Up*. A follow up e-mail will come to the committee closer to the date of the event.
- b) Carol Robertson-Lopez, International Folk Art Festival
Folk Art Festival was a great success. Entertained 34 people from China and they were quite pleased with the Folk Art Festival and our hospitality. One of the embassy people talked to Carol about sister city opportunities.
- c) Arthur Olivas, Report on Japan
Helped with a tea camp ceremony at Monte del Sol School for 4 days. This was the high school which is the sister city school with Japan. Mr. Olivas will get with them once they return from summer vacation to schedule something more

SANTA FE SISTER CITIES COMMITTEE

MINUTES

July 20, 2011

4:00 pm – 5:15 pm

official. Mr. Olivas said he just learned that Mrs. Okomoto who is the liaison was just here last Wednesday and had he known he would have met with her. She is arranging to bring 10 young students to do home stay and work for the school with the Academy of Arts for elementary students. We would like to send our students next year in April or May and Mr. Olivas will follow up with her.

d) Dan Anthony, Report on Italy Trip

Dan had to cancel the tour part of the whole event because there weren't enough people. There were 13 people and we needed 15 people and some of the 13 just wanted to do part of it. Out of the Sorrento group that are listed as members, none of them signed up, not even people who asked Dan to set up the tour. Before he left to London he e-mailed the Chair from the Sorrento group to find someone else to do this. Roberta responded and said that she resigned as President because she was too busy. Dan said that he will do one more e-mail blast and have them indicate their interest. No one from the Sorrento group responded and he is not sure if there is even a group. Dan did not cancel the date as a lunch date had been set for the Mayor's. Dan tried to get someone from the group to take over but this was not possible. The Committee commended Dan for all of his work and thanked him for all the time and effort he dedicated to this trip. The date again is October 7th should the trip materialize. Julie did say that the Mayor had planned to travel with this group.

e) Julie Bystrom, Report

Recommended that the Sister Cities Committee would not hold a meeting in August and the Association could meet at that time if agreed upon since the Association doesn't need the stenographer or Ms. Bystrom. The question was asked; "who are the officers in the 501C3". The Chair liked the idea of the Association meeting on August 17th.

7) Other Business

Rudy Fernandez shared a letter of invitation from Parral, Mexico. Had a delegation from Santa Fe attended; today would have been the Pancho Villa re-enactment. There were interested individuals but they wanted a representative from the City of Santa Fe. Mr. Fernandez did call and give them our regrets, they were very disappointed. The air fare was very expensive to fly from Albuquerque to Chihuahua and they had offered to pick up the delegation in El Paso, Texas.

Ling Tong: Message. Ling is working on the Japan relationship for Santa Fe High and National High. She said Bobbi Gutierrez from SFPS and the school principal are going to Japan to visit the school. She will report at the next meeting. Carol Robertson Lopez will look in to this trip as well and share the specifics.

SANTA FE SISTER CITIES COMMITTEE

MINUTES

July 20, 2011

4:00 pm – 5:15 pm

Julie stated that we had received a letter from Japan and their representative had come to NM Arts, not Monte Sol. They had invited the Mayor and the Japan representative. This gentleman was the one who financed the trip back home for those children who were stuck in Japan. The Mayor could not make it and sent a message to school and the gentleman from Japan waited for a really long as he believed the Mayor was coming as the school never delivered the message. Julie was able to write letters to the appropriate people; one to the Mayor and apologizing and thanking the gentleman for his generosity. [Note: Name of the gentleman from Japan was not audible]. It was all resolved and the letters were personally taken to Japan.


Julie spent time with a group from Korea that were here for the Folk Art Market.

8) Adjournment

There being no further business to come before the Santa Fe Sister Cities Committee, the Chair called for adjournment at 5:15 pm.

Signature Page:

Gilbert Delgado, Chair



Fran Lucero, Stenographer