



Agenda

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SANTA FE SISTER CITIES COMMITTEE

SPECIAL PLANNING SESSION

Wednesday, June 13, 2012

Santa Fe Community Convention Center

Tesuque Room – 2nd Floor

201 West Marcy Street

4:00 p.m.

955-6707

- I. Call to Order
- II. Approval of Agenda
- III. Report of Chair
 - a. Planning Session for International Guests arriving the week of Santa Fe International Folk Art Market: July 12, 2012 through July 15, 2012.
- VI. Adjournment

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CITY OF SANTA FÉ
SISTER CITIES COMMITTEE
June 13, 2012**

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**MINUTES OF THE MEETING
OF THE CITY OF SANTA FÉ
SISTER CITIES COMMITTEE
June 13, 2012**

1. Call to Order

A regular meeting of the City of Santa Fé Sister Cities Committee was called to order by Gilbert Delgado, Chair on this date at approximately 4:00 pm in the Santa Fe Community Convention Center, Tesuque Room – 2nd Floor, Santa Fé, New Mexico.

a. Roll Call

Roll call indicated the presence of a quorum as follows:

Members Present:

Gilbert L. Delgado, Chair
Rudy Fernandez
Arthur Olivas
Bernard Rubenstein
Kim Song, Alternate
Ling Tong, Alternate
Jeff Case, Alternate
Daniel Anthony

Members Absent:

Carol Robertson López
Gilbert Romero

Staff Present:

Julie Bystrom, Staff Liaison

Others Present:

Fran Lucero, Stenographer

2. Approval of Agenda

Ms. Bystrom asked for time to provide a Liaison Report.

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

3. REPORT OF THE LIAISON

It was confirmed that the group from Sorrento, Italy are coming July 12-15, 2012. Rooms have been secured for them at the Bishop's Lodge. Uzbekistan group is also coming during that period, a group from Korea, Zambia and the three kings from Africa. Information presented is to broaden the spectrum of our International visitors coming in July. Ling Tong also said that she has received an e-mail that the Mayor will be coming from China for one or two nights. Ms. Song is the full time interpreter hired by the Folk Art Museum for the Korean delegation.

Ms. Bystrom has ordered flags for all the countries that are visiting Santa Fe. The flags will be displayed in the civic center during the full time of the Folk Art Festival.

4. REPORT OF CHAIR

a. Planning Session for International Guests arriving the week of Santa Fe International Folk Art Market: July 12, 2012 through July 15, 2012.

The visitors from Sorrento will be 3 vs. 5. A lot of the visits are not directly related to Sister Cities as they are here for Folk Art Festival as well, yet the message should go back to the Mayor that the Sister Cities committee is willing to help.

The visitors from Sorrento are priority for the Sister Cities Committee this upcoming visit.

Mr. Case talked about the festivities that are directly related to the Folk Art Market. Mr. Case and Ms. Robertson-Lopez will discuss what is planned for the group from Uzbekistan.

Ms. Bystrom has spoken to the Mayor about time with Sorrento. Three tickets have been secured for the Folk Art Market Brunch and Museum Tour for Saturday, July 14, 2012 (10 am to 12 noon) for the three visitors from Sorrento with the Mayor. An additional ticket will be secured for the person who accompanies them. Mr. Anthony will work on interpreters for the time that they are here. This is the time designated by the Mayor. The Mayor has secured the rooms and the tickets for the Sorrento visitors and it is the hopes that the association pay for their meals.

The Santa Fe - Sorrento group will sponsor a function on Saturday night, July 14th. Dan, Roberta, Andrea and the Sister City Group would be invited and the Sorrento group is happy to host the invitees.

There was a request for placement of a portrait from Sorrento. A proclamation needs to be secured for July 13th, (Chair Delgado will write it and bring it to Marge) and Debra Garcia y Griego needs to be contacted as she represents Art in Public Places to find out where the portrait could be displayed within the city offices, i.e., City Hall or the Convention Center, for presentation.

Mr. Olivas proposed that all members wear Sister City Name Tags. Ms. Bystrom will look in to this possibility. Fran Lucero will help to create the name tags.

The Chair distributed a draft proposed schedule for the Sorrento visit:

Ms. Bystrom asked that the committee to prepare an agenda and she will share with Mayor to ask when he can participate in any of the other events.

The formal piece is the presentation of the proclamation. The flags are big and the placement for them at the Convention Center is the preferred location.

Chair Delgado's Suggested Task List:

Transportation: Gil, Dan, Rudy – Welcome to Santa Fe
Airport and Return
Hotel Pick Up and Return

Events

Bernie, Carol, Arthur, Rudy
Flag Ceremony
Portrait Unveiling
Walking Tour and Lunch
Requests from Sorrento Group
Reception on Friday evening
Saturday, July 14th Dinner with Santa Fe – Sorrento Group and Sister Cities Members
Brunch with the Mayor at the Folk Art Museum – Saturday, July 14, 2012 (10 am – 12 noon)
Proclamation – Chair Delgado to Draft

Lodging

Gil, Julie, Mayor and Sabrina
Done: Rooms secured at Bishop's Lodge.

Planned Meals

Julie, Rudy, Dan
Mayor has asked that the Association cover their meals.

Interpreting

Dan

Publicity

Arthur, Gil, Carol
Mr. Delgado will prepare press releases for this visit and get them distributed as quickly as possible.

Photographer needed. Carol Case if available.

5. OTHER BUSINESS

Meeting Schedule: 1st Meeting – June 13th, 2nd Meeting – June 20th, 3rd Meeting – June 27th and Final Meeting – July 3rd

There are 10 students coming from Japan for home stay. Mr. Olivas is the contact and additional information will follow. Sherri requested if Sister Cities could get involved transporting these students to and from the airport. The Mayor has approved sending a city van to pick them up and take them back. A reception is also being planned.


6. ADJOURNMENT

There being no further business to come before the committee, the meeting was adjourned at 5:00 pm.
Mr. Anthony moved and Mr. Fernandez seconded, meeting adjourned at 5:00 pm.

Approved by:

Gilbert Delgado, Chair

Submitted by:



Fran Lucero, Stenographer