



Agenda

**SANTA FE SISTER CITIES COMMITTEE**

**Wednesday, January 23, 2013**

City Councilors' Conference Room

200 Lincoln Avenue

3:00 p.m.

955-6707

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
  - a. November 13, 2012
- III. Report of the Liaison
  - a. Update on San Miguel de Allende Agreement
  - b. Update on Icheon, S. Korea – Memorandum of Understanding
- IV. Report of the Committees
  - a. Update on upcoming visit from Delegation from Zhang Jia Jie – Ling Tong
- V. Report of Chair
  - a. Set meeting for Santa Fe Trail Bike Ride
  - b. Update and discuss interest in planning a Santa Fe visit to Sorrento, Italy
  - c. 2013 Resolutions for Sister Cities Committee
- 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.*

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<b>Call to Order and Roll Call</b>	Meeting was called to order at 4:00 PM, City Councilors' Conference Room. A quorum was declared by verbal roll call.	2
<b>Approval of Agenda</b>	Agenda reflects minutes of November 13, 2013 and they are minutes for January 9, 2013.  Mr. Rubenstein moved to approve the agenda as amended, second by Mr. Olivas, motion carried by unanimous voice vote.	2
<b>Approval of Minutes January 9, 2013</b> Corrections: Index summary reflects Mr. Rubenstein moved to approve the minutes, Mr. Olivas actually moved to approve the minutes.  Report of the Liaison reflects that Mr. Fernandez submitted an invoice for \$4,500 and the correct amount is \$581.	Mr. Fernandez moved to approve the minutes of January 9, 2013 as amended, second by Mr. Rubenstein, motion carried by unanimous voice vote.	2
<b>Report of the Liaison</b> a. Update on San Miguel de Allende b. Update on Icheon, S. Korea - MOU	<b>Informational</b>	2-3
<b>Report of the Chair</b> a. <b>Set meeting for Santa Fe Trail Bike Ride</b> b. <b>Update and discuss interest in planning a Santa Fe visit to Sorrento, Italy</b> c. <b>2013 Resolutions for Sister Cities Committee</b>	<i>Mr. Rubenstein moved to amend the agenda to include the election of a Vice President, second by Mr. Fernandez, motion carried by unanimous voice vote.</i>  <i>Mr. Fernandez moved to appoint Carol Robertson-Lopez as Vice President of the Santa Fe Sister Cities Committee, second by Mr. Rubenstein, motion carried by unanimous voice vote.</i>	4-6

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<b>d. Other Business</b> <b>Discussion on</b> <b>invitation of</b> <b>Ambassador from</b> <b>Italy to Santa Fe, NM</b>	<i>Mr. Rubenstein moved that the committee support Ms. Carol Robertson-Lopez and authorize for her to move forward on this idea of inviting the Ambassador from Italy to Santa Fe, second by Mr. Fernandez, motion carried by unanimous voice vote.</i>	
<b>Adjournment</b>	There being no further business to come before the Sister Cities Committee, the meeting was adjourned at 4:00 pm.	6
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1. **Roll Call** – Chair Delgado called the meeting to order at 4:00 pm. Roll call reflected a quorum. The meeting was held in the City Councilor's Conference Room, Santa Fe, New Mexico.

Present:

Chairperson Delgado  
Rudy Fernandez  
Arthur Olivas  
Bernard Rubenstein  
Carol Robertson Lopez  
Ling Tong  
Kim Song

Not Present:

Jeff Case, Excused

Staff in Attendance:

Julie Bystrom  
  
Anna Serrano for Fran Lucero,  
Stenographer

2. **Approval of Agenda**

Agenda reflects minutes of November 13, 2013 and they are minutes for January 9, 2013.

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

3. **Approval of January 9, 2013 Minutes**

Corrections: Index summary reflects Mr. Rubenstein moved to approve the minutes, Mr. Olivas actually moved to approve the minutes.

Report of the Liaison reflects that Mr. Fernandez submitted an invoice for \$4,500 and the correct amount is \$581.

Mr. Fernandez moved to approve the minutes of January 9, 2013 as amended, second by Mr. Rubenstein, motion carried by unanimous voice vote.

4. **Report of the Liaison**

Thank you for all the hard work and participation in welcoming the delegation from Zhange Jia Jie.

- a. **Update on San Miguel de Allende Agreement**

We received an agreement a few months back that looked more like a trade agreement. Ms. Bystrom spoke to the Membership Director, Paul Rockman at the National Sister Cities Association and shared the format of the agreement received from San Miguel de Allende to get his feedback. Mr. Rockman said that it was not unusual to see an agreement of this degree, yet it seemed that a step had been missed and it looked more like what they are looking for. He recommended backing up and establishing a relationship, talking to the committee on what next steps should be. Ms. Bystrom asked for committee member communication in order to know how to

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go forward. It was noted that there are no legalities in this agreement therefore any direction from legal counsel was not necessary.

The Chair felt that the agreement reads more like a proclamation and that the format should be changed to an agreement draft format, send back to San Miguel de Allende and welcome communications to build on this relationship. The language reads fine; the whereas introductions should be removed. Ms. Lopez also said that we should use an agreement format. Ms. Bystrom said that months back when Councilor Wurzbarger and Ms. Carol Robertson-Lopez were going to visit San Miguel de Allende an agreement was created but the trip did not come to fruition. Mr. Olivas said that normally there is a formal signature and acceptance of an agreement with both Mayors. Why would we now send this agreement and ask for a signature? Ms. Bystrom recommended sending the draft agreement and explaining or asking how they would like to formalize this relationship.

Staff directive is to resend a draft of the Sister City Agreement in a format which would be an initial stage of an agreement, with a cover letter to the individual who send the agreement to us from San Miguel de Allende.

**b. Update on Icheon, S. Korea – Memorandum of Understanding**

We have heard from Icheon regarding their intent to become a sister city with Santa Fe within 6 months. It was noted that they are a creative city at this point in time. Ms. Song said that it was an MOA not an MOU and that it was mentioned in the past that Mayor Coss and Councilor Wurzbarger were going to visit Icheon to get the agreement signed. It was also noted that there are artists coming from Icheon for the Folk Art Market.

**5. Report of the Committees**

**a. Update on upcoming visit from Delegation from Zhang Jia Jie – Ling Tong**

The Chair echoed how grateful he was for all the committee participation in hosting the delegation from Zhang Jia Jie. Thank you to Julie Bystrom for her hard work. A short report was provided by the Chair on their tour and visits in downtown Santa Fe. They were provided time to do their shopping. They also toured the State Capitol. They had an official meeting with City Councilor Rebecca Wurzbarger. Ms. Lopez asked that we send thank you letters to everyone who contributed. Ms. Bystrom said that she personally delivered thank you letters the following morning.

Ms. Song asked if any formal requests were made during this visit. Ms. Bystrom said that there were no formal request as this was a very spontaneous trip. Ms. Song said that to build a relationship with Asian countries, you need to nourish the relationship as it takes time to establish the relationship. Ms. Song said that having a personal relationship is very key.

## 6. Report of the Chair

Mr. Fernandez stated that the election of vice chair was to be discussed at this meeting. Ms. Bystrom said that this item would be placed on next month agenda as this meeting is a special meeting to address the items from the last agenda.

The Chair reflected on work of this committee which goes back at least 30 years. Thank you to Rudy Fernandez who holds the knowledge and history from the past years. The Chair asked the committee to reflect on their participation in the Sister Cities Committee and asked for a commitment to assure there are a quorum at all meetings. He asked the committee if they felt 1 hour was sufficient for the monthly meeting. The Chair said that he has also asked for recommendations for new members and he has contacted some individuals to seek interest. (Resume's were presented to the committee for Cathy Magni and Bill Coppola). Ms. Bystrom will list on next month's agenda the nomination of Cathy Magni to the Sister City Committee.

It was requested that the agenda be amended in order to elect a Vice President in order to complete the PRC documents.

*Mr. Rubenstein moved to amend the agenda to include the election of a Vice President, second by Mr. Fernandez, motion carried by unanimous voice vote.*

*Mr. Fernandez moved to appoint Carol Robertson-Lopez as Vice President of the Santa Fe Sister Cities Committee, second by Mr. Rubenstein, motion carried by unanimous voice vote.*

### Discussion:

Mr. Olivas asked for clarification, is it Vice President or Vice Chair.

The Chair clarified that he is the Chairman so it should be Vice Chair but for the purposes of the PRC application it is Vice President of the Association.

Ms. Song has been in discussion with Ms. Bystrom as she does not feel that personally she has made a contribution to the committee as she does not represent any one country. The Chair asked Ms. Song to please wait a while longer. Ms. Song again said that she wants to add value to the committee. The Chair and the committee together said that Ms. Song is a valuable resource and member to the committee.

Ms. Robertson-Lopez said that she would like to see Cathy Magni be a part of this committee. In speaking with Dan Anthony about Cathy, he spoke highly of her and her connections to the Italian community, not only here in Santa Fe but in Albuquerque are incredible. Ms. Lopez would like to have her name included as a nominee for the next committee meeting.

*(Chair provided committee members with a 2 page summary of his report)*

Topics of Discussion.

- Memo and assignment for fundraising activities.

- Meeting duration: 1 hour or 2 hours?
    - Ms. Bystrom said that there has to be a differentiation between the Sister Cities Committee and the Association (501C3). Discussion related to the Association needs to be separate from the Sister Cities Committee. A report could be presented from the association to the Sister Cities Committee. The association has a budget and should be handled administratively. There is a structural need that needs to be established to move forward. Ms. Bystrom is the staff liaison for the Sister Cities committee. Mr. Fernandez clarified that fund raising should be discussed under the association matters of discussion and the association members should meet once a month. The Association would not come to the Sister Cities Committee for approval of their activities. The Association is a 501C3 and can appoint their own membership. The Chair recommended that an Association meeting be set and discuss the same items as discussed, funding, marketing and public affairs, administrative needs and fund raising. Mr. Olivas suggested that the Sister Cities Committee meet once a month and the association meet in that same month. Ms. Lopez offered meeting space for the association meetings.
  - Public Relations, Brochure, Need for assistance from the City. (The Chair provided an example of a brochure used for membership by a different organization)
  - Meeting with City Council and Councilors
  - Using visitation to sister cities for fund raising to sister cities.
    - Carol Robertson-Lopez offered some ideas on CIR and trips to the sister cities which could be a fund raiser for both groups. CIR has a full time Executive Director and 2 support staff that could also assist. Carol is willing to follow up on this opportunity. Mr. Olivas supports this suggestion and also said that we should be in contact with Albuquerque. Mr. Rubenstein also encouraged that we pursue this opportunity with Jeff and we should look in to what can be done with Albuquerque.
  - Presentation to civic clubs
  - Meetings with local and non-local international organizations, clubs.
- a. Set Meeting for Santa Fe Trail Bike Ride**
- The Chair has asked Rudy Fernandez and Jeff Case to work with him on this event. The Chair has expressed his support of the Santa Fe Trail Bike Ride. Mr. Fernandez offered clarity – the ride is going to be from Santa Fe, NM to Missouri and the invitation was to be extended to the Sister City counterparts/relationships. It was asked if Ms. Lopez could possibly extend the invitation to the State Sister Cities before sending it out nationally. It was suggested that we post it on the sister city international website and we can use the Santa Fe Trail Bike contact directly for information.

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**b. Update and discuss interest in planning a Santa Fe visit to Sorrento, Italy**

**c. 2013 Resolutions for Sister Cities Committee**

**d. Other Business**

Ms. Lopez talked about the potential of inviting the Ambassador from Italy to Santa Fe in the month of May. It would be the Mayor of Santa Fe and Sister Cities Association inviting the Ambassador from Italy. This could be a fund raiser that would raise a large amount of money. It was reiterated that Cathy Magni would be such a strong advocate to get this function top of the line. Ms. Lopez described a strong program that could be presented with community involvement and invite the Mayor of Sorrento. This is something that is done in other cities. Ms. Lopez also met the Secretary from the Embassy of China. This could become an annual fund raiser featuring different countries. Ms. Lopez goal is always a start of \$10,000. There are many of Italian descent who live here in Santa Fe. Ms. Lopez had a prior conversation with the Chair and with Dan Anthony and both were supportive and excited about this possible opportunity.

This proposed would be inclusive of both the City of Santa Fe Sister Cities Committee and the Association.

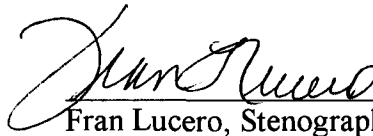
*Mr. Rubenstein moved that the committee support Ms. Carol Robertson-Lopez and authorize for her to move forward on this idea of inviting the Ambassador from Italy to Santa Fe, second by Mr. Fernandez, motion carried by unanimous voice vote.*

**7. Adjournment**

There being no further business to come before the Sister Cities Committee, the meeting was adjourned at 5:00 pm.

Signature Page:

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Gilbert Delgado, Chair

  
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Fran Lucero, Stenographer