



Agenda

DATE 7/3/13 TIME 11:37a

SERVED BY Julie Bystrom

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SANTA FE SISTER CITIES COMMITTEE

Wednesday, July 10, 2013

City Councilor's Meeting Room

4:00 p.m. – 5:00 p.m.

955-6707

- I. Call to Order
- II. Approval of Agenda
- III. Approval of Minutes
 - a. June 12, 2013
- IV. Sister Cities Liaison
 - a. Financial Report
 - b. San Miguel de Allende and Icheon, South Korea Update
- V. Report of the Committee
 - c. Zhang Jie Jie International Country Music Festival Update – Jeff Case
 - d. Visit of Delegation visit from Parral, Mexico: September 2013 – Rudy Fernandez
- VI. Report of Chair
- VII. OTHER ITEMS
- VIII. 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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Santa Fe Sister Cities Committee
July 10, 2013**

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Call to Order	Call to Order by Chair Gilbert Delgado at 4:00 pm – City Councilor’s Conference Room, Santa Fe, NM	2
Roll Call	Roll call indicated a quorum	2
Approval of the Agenda	<i>Ms. Olivas moved to approve the agenda as presented, second by Mr. Fernandez, motion carried by unanimous voice vote.</i>	2
Approval of Minutes (June 12, 2013)	<i>Mr. Fernandez moved to approve the minutes of June 12, 2013 as presented, second by Mr. Olivas, motion carried by unanimous voice vote.</i>	2
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Other Items	Ms. Song to continue conversation off line with Ms. Bystrom regarding Icheon	5
Signature Page/Adjournment	There being no further business to come before the Sister Cities Committee, the meeting was adjourned by the Chair at 4:50 pm	5

**SANTA FE SISTER CITIES COMMITTEE
MINUTES**

Wednesday, July 10, 2013
City Councilors' Conference Room
4:00 pm to 4:50 pm

- I. Call to Order/Roll Call** – The Chair called the meeting to order at 4:00 pm. A quorum was declared by roll call.

Present:

Gilbert Delgado, Chair
Rudy Fernandez
Arthur Olivas
Cathy Magni
Dr. Jeff Case

Kim Song, Alternate
Ling Tong, Alternate

Not in Attendance

Bernard Rubenstein, Excused
Carol Robertson Lopez, Excused
Carl Moore, Excused

Staff Present

Julie Bystrom
Anna Serrano for Fran Lucero, Stenographer

- II. Approval of Agenda**

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

- III. Approval of Minutes (June 12, 2013)**

Mr. Fernandez moved to approve the minutes of June 12, 2013 as presented, second by Mr. Olivas, motion carried by unanimous voice vote.

- IV. Sister Cities Liaison**

a. Financial Report

Sister Cities has been allocated \$10,000 for the new FY. \$2,000 has been encumbered for the Association pending the discussion and clarification of the scope of services. Debra Garcia has asked for the balance from last year be brought forward as she discussed at last meeting.

Mr. Fernandez asked about the invoices that were not presented before June 30, 2013 and asked if any invoices prior to that date could be turned in and noted that they amount to approximately \$350. Ms. Bystrom will follow up on this question.

Ms. Magni asked for clarification as to what the use of the funds being set aside for the Association would be used for. Ms. Bystrom said they are to be used for hosting of events, for example, the group from Parral that will be here in September.

Dr. Case asked for clarification of the balance available; if it is \$8,000 or \$2,000. Ms. Bystrom stated that the balance of \$8,000 is in the fund for the Sister Cities events, \$2,000 which has been encumbered for the Association to host events which is a total of \$10,000.

b. San Miguel de Allende & Icheon Update

Ms. Bystrom has drafted a Resolution for both, San Miguel de Allende and Icheon and submitted them to the Mayor. They have not gone on to Finance and recommended for them to go to the City Council for July 31st. The Resolution declares that Santa Fe wishes to establish a Sister City relationship with San Miguel de Allende and Icheon. This is the resolution that both Mayor Coss and Councilor Wurzbarger are supporting. The Chair would still like additional clarification on the funding. Ms. Bystrom informed the committee that the City Attorney will be available to meet with the Chair, Ms. Carol Robertson-Lopez, Debra Garcia y Griego and herself, an e-mail has been sent with the specific date and time.

V. Report of the Committee

a. Zhang Jai Jie International Country Music Festival Update – Dr. Jeff Case

Ms. Bystrom stated that it has been an interesting and challenging process in getting the marketing material, certification, lyrics of music, an introduction video and other requested items to Zhang Jai Jie. Alma is the lead of the group and has taken the initiative of providing the material to them, thank you for her handling this task. There are a few more details that need immediate attention by this Friday and it is important for us to complete the task. Dr. Case is working on getting a good price that on air tickets for those that are attending so they can afford. As previously discussed, a \$500 stipend for each member will be discussed with Ms. Garcia y Griego. The Chair asked for clarity on this item as the previous meeting conducted extensive discussion.

Dr. Jeff Case extended a compliment to Ling Tong who has been at the forefront on the phone and by e-mail with the people from China on our behalf to get this done. Secondly, Ms. Bystrom has done exemplary work in coordinating this project. Thirdly, Alma Castro has done all of the detailed work; putting work to lyrics and working on the passports and much more. Without the work and collaboration of these three we would not be as successful as we are.

Ling Tong did make mention that there is a cultural difference in our communications as we are not as elegant and formal. Ms. Tong is also awaiting a response on what

travel expenses they are going to pay for. Dr. Case said in their announcement that from Port of Entry, we will pay all in country expenses and they listed 4 ports of entry. Ms. Tong will check on this as the port is normally Shanghai and she has never taken the train. Dr. Case said that this might be an assumption; he will also await more detailed information on the mechanism of travel. Ms. Tong said that it is also important to verify the amount of dates. Dr. Case said that in most cases it says September 1st - 7th but Ms. Castro also signed a document from September 4th - 7th. Dr. Case discussed the specifics with the committee on how payment would be handled for the travel as a follow up conversation with Ms. Castro. Dr. Case would like to see an official letter as they continue to ask Alma Castro to sign an agreement that they are coming.

The Chair echoed his support and encouraged continued conversation between Ms. Tong, Ms. Castro and Dr. Case and committed the support of the Sister Cities committee.

Ms. Song said it is very important to have everything in order before we leave, it is very important. If everything goes good on the first trip you will have established a long term relationship, you do not want to have it go bad in an Asian country.

Dr. Case would like to have the group come before the City Council and introduce them as the group that will represent Santa Fe in Zhang Jai Jie. Any marketing opportunities will be beneficial in receiving support.

b. Visit of Delegation from Parral, Mexico, September 2013 – Rudy Fernandez

Mr. Fernandez reported that there are 6 people going to Parral next week, leaving on the 17th through the 22nd. All travel arrangements and costs have been settled. The city delegation will be participating in all of the activities that they have planned. They celebrate the death of Pancho Villa which is a big feast day. The Mayor of Parral will follow with a trip to Santa Fe on September 5-6-7. Ms. Bystrom said that she will place this topic on the August Agenda in order to have specifics planned for the visit of the Mayor from Parral. Mr. Fernandez will coordinate more specific information with Ms. Bystrom upon his return on the 22nd of July. Mr. Fernandez will detail their schedule with the committee when they are here. Dr. Case asked Mr. Fernandez to bring back posters of this event.

Dr. Case informed the committee that SFCC has applied for the grant through the Mexican Government to sponsor scholarships for Mexican-Americans living here. We are in hopes of receiving about \$20,000; please mention this to your Parral Mexico officials.

Cathi Magni stated that she met with Andrea Bacigalupa in helping to organize a party on August 20th [invitations to follow]. This party is being held in an attempt to rejuvenate the Italian Association.

VI. Report of the Chair

In talking about Italy, the City is starting to work to get their group together. We have heard back from the Italian city officials and are in hopes of strengthening that relationship and lines of communication. There is a possibility that a small delegation from Italy will travel to Santa Fe in the near future.

The last meeting of the Association was cancelled until a better understanding of funding and scope of services were determined. Once the meeting with the City Attorney is held, meetings will resume.

VII. Other Items

Ms. Song – Received an e-mail from Mr. Lee providing information on personnel changes in Icheon. Mr. Lee is no longer in the Sister City Department and he provided the name of the new contact. [Ms. King] She and delegation from Icheon will be coming to Santa Fe and meeting with the Mayor during the Folk Art Festival. Ms. Bystrom said that Ms. Garcia y Griego will be the lead working with the UNESCO group. Ms. Bystrom and Ms. Song will meet outside of this forum to discuss this subject.

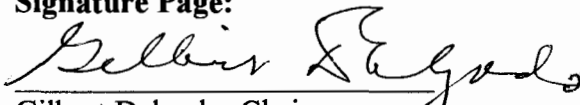
Follow Ups: Letterhead and Business Cards – Mr. Olivas provided samples of the past letterhead and business cards they had.

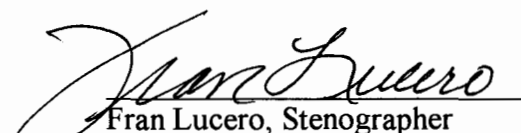
Ms. Bystrom informed the committee that she will need to update their binders to include new information, procedures and guidelines.

VIII. Adjournment

There being no further business to come before the Sister City Committee, the meeting was adjourned at 4:50 pm.

Signature Page:


Gilbert Delgado, Chair


Fran Lucero, Stenographer