


**MINUTES OF THE SISTER CITIES PROGRAM COMMITTEE  
JULY 11, 2019**

1. Call Meeting to order and the establishment of a quorum  
**With a quorum present, the meeting was called to order at 1:05 p.m.**
2. Roll Call  
**Committee Members Present: Sherry Rooks, Joe Cappadona, and Leah Tuten.**  
**Absent: Sidney Tigre and Stephen Duncan**  
**Advisory Members Present: Pam Williams.**
3. Request to address the Board. Each person is limited to three minutes.  
**None.**
4. Approve the minutes from June 6, 2019  
**Motion was made by Sherry Rooks, second by Joe Cappadona, to approve the minutes from the June 6, 2019 meeting. Unanimously approved.**
5. Update on Niigata (Chair/Joe)
  - a) Telephone Call – **Motion was made by Joe Cappadona, second by Sherry Rooks, to accept the invitation from the City of Niigata for up to three committee members including Chairperson Sherry to visit Niigata City. Unanimously approved.**
  - b) Hosting Visitors from Japan for 2 weeks – **Discussion was held regarding possibilities for hosting visitors. No action was taken.**
  - c) Visiting Japan during Cherry Blossom – **Discussion was held regarding visiting Niigata during Cherry Blossom. No action was taken.**
6. Update on Vera Cruz
  - a) Hosting Vera Cruz
  - b) Visiting Vera Cruz – **Motion was made by Leah Tuten, second by Joe Cappadona, to accept the invitation to visit Vera Cruz and ask about a timeframe. Unanimously approved.**
7. Discussion on actions the committee can take when visitors from our Sister City Countries visit – whether a part of the main Sister City Group or not. (i.e. Stavanger and friends coming for the Bernardo De Galvez event)  
**Discussion was held regarding hosting visitors even if they are not main members, and the need to foster those relationships. Leah Tuten suggested creating some welcome kits for visitors. She will come back with some ideas at the next meeting.**
8. Questions to have answered from Bill Adriance (Chair)  
**Committee members will email their questions to the Chair regarding Bill Adriance (Chair of the Bernardo del Galvez). No action was taken.**

9. Thoughts of the future for the committee (Chair)  
Recommending New Sister City in India (Doc) – **postponed.**
  
10. Bringing the Committee more into Public View (Chair)  
Discussion was held regarding bringing the Committee more into the Public View now that the Committee is established. Some ideas included from CM Leah that stated we need to volunteer in order to get in spotlight. CM Joe stated that we need to take a picture with the American Flag and the Japan Flag at the next Social. It was also said that we need to highlight the visitors in the newspaper.
  
11. Adjournment  
The meeting was adjourned at 1:54 p.m.

  
Janelle Williams  
City Secretary