



**Dayton Sister City Committee/Foundation
Meeting Minutes
Tuesday, November 13, 2018
Coolidge Wall Law Office, 5:30 pm**

- 1) General Welcome
- 2) Call to Order – In attendance were Hunt Brown, Peggy Kelly, Arch Grieve, Monica Jones, Merle Wilberding, Amelia Robinson, Bonnie Kling; guests Angie Hsu and Thomas Siafa
- 3) Review and Approval of September Minutes (Tony moved, Merle seconded, the motion passed unanimously) and September Financial Report (Merle moved, Monica seconded, passed unanimously).
- 4) Committee Reports
 - a. Budget (Peggy Kelly) – Peggy provided an update on the budgeting process for FY19 and urged members to pass along any edits to the budget. A number of edits were made in the draft form, which Peggy promised to revise before the next meeting.
 - b. Youth (Kelly Geers) – No report
 - c. Augsburg (David Klass) – No report
 - c. Oiso (Kevin Lydy) – Bonnie Kling provided an update in Kevin's absence on planning for the 2019 Oiso celebration.
 - d. Monrovia (Hunt Brown) – Thomas Siafa is on his way to Monrovia, Liberia, and will bring a letter from Mayor Whaley to the Mayor of Monrovia
 - e. Holon (Carolyn Rice/Lori Simms-Parks) – No report
 - f. Sarajevo (Monica Jones) – Monica noted that there are two exchanges coming up this year and that there will likely be many opportunities for committee members to get involved.
 - g. Marketing (Amelia Robinson) – Please send your annual report write-ups to Amelia
 - h. Scholarship Committee (Peggy Kelly and Kelly Geers) – No report, but during the discussion about the committee Tony mentioned that he had a couple of students who might be applying. He promised to send the applications to the scholarship committee once he had them in hand for award consideration.
- 5) Old Business
 - a. BIH Guest (Monica Jones) – Our guest from Banja Luka's water department came to Dayton and had an engaging trip and both shared/received a great deal of information with the City of Dayton's Water Department. He also had a good time in Dayton and was the recipient of a lot of generosity from multiple hosts.
 - b. German Celebration in Indianapolis, October 6 (Hunt Brown) – Hunt provided an overview of his travels to Indianapolis for the event.
 - c. The City of Dayton Regional Neighbors event, October 4-6 (Hunt Brown)
 - d. Annual Report (Amelia Robinson)
- 6) New Business
 - a. Hunt recapped the interest expressed by Farnborough, Rushmoor, England, in being a Dayton twin (sister) city. Farnborough is where the first UK flight occurred. He explained that he is looking into the proposal.



DAYTON
SISTER CITY COMMITTEE

Augsburg Germany, 1964
Oiso, Japan, 1968
Monrovia, Liberia, 1972
Holon, Israel, 1997
Sarajevo, Bosnia-Herzegovina, 1999

- b. Call for Officers for 2019 – The following individuals were nominated and approved unanimously by paper ballot at the meeting:
 - (a) Arch Grieve – Chair
 - (b) Monica Jones – Vice Chair
 - (c) Peggy Kelly – Treasurer
 - (d) Lori Simms Parks - Secretary
 - c. Proposed Budget for 2019 – Peggy recapped the discussion from her presentation above and promised to have a revised version to vote on in January’s meeting for FY19.
- 7) Other Items for the Good of the Committee
- a) The committee agreed to plan another holiday gathering in December and advertise it as a “Holiday Meet and Greet” to try and recruit new members.
 - b) The committee agreed to set January’s meeting for January 8, 2019 at 5:30PM at Coolidge Wall Law Office.
- 8) Arch made a motion to adjourn, Merle seconded, and the Committee adjourned for the year.

Future 2018 & 2019 Meeting Dates
5:30 pm, Coolidge Wall Law Office

December – No Meeting
January 8

Dayton Sister City Committee Budgeting Process for FY19		Amount of expected Income OR Expense	Rationale
Account / Account Name			
Donations			
4000	Membership Dues	280.00	
4001	Contributions/Donations		
	Total Donations	280.00	
Other Income			
4002	City of Dayton Annual Allocation	15,000.00	
4003	Interest Earned	10.00	
4004	Fundraisers		
4005	Adult Outbound Travel	200.00	
4006	Investment Income	900.00	
4007	Increase in Market Value		
	Total Other Income	16,110.00	
Youth & Education			
4100	Youth Education (Conference, Classroom Material, Etc.)		
4101	Inbound Student Exchange from Augsburg		
4102	Outbound Student Exchange to Augsburg		
4103	Inbound Student Exchange from Holon		
4104	Outbound Student Exchange to Holon		
4105	Inbound Student Exchange from Olso		
4106	Outbound Student Exchange to Olso		
4107	Inbound Student Exchange from Sarajevo		
4108	Outbound Student Exchange to Sarajevo		
4109	Inbound Student Exchange from Monrovia		
4110	Outbound Student Exchange to Monrovia		
	Total Youth & Education	-	
	Total Projected Income	16,390.00	
Other Expenses			
5001	Bank and WePay Fees	10.00	
5002	Office Supplies		
5003	Investment Manager's Fee	100.00	
	Total Other Expenses	110.00	
Youth & Education			
5100	Youth Education (Conference, Classroom Materials, Etc.)		
5101	Inbound Student Exchange from Augsburg		
5102	Outbound Student Exchange to Augsburg		
5103	Inbound Student Exchange from Holon		
5104	Outbound Student Exchange to Holon		
5105	Inbound Student Exchange from Olso		
5106	Outbound Student Exchange to Olso	500.00	

The picnic supplies and shelter rental (through the Dayton Metro Parks) were utilized for the "going away" picnic held toward the end of the Olso students' visit. The T-shirts were gifts for the students, both DRSS and

5107	Inbound Student Exchange from Sarajevo				Olso, as well as family members and DSCC members. They incorporate an image of the Wright Flyer with the Olso mascots taking the role of the Wright Brothers. The airport parking costs are incurred when the students arrive and depart from the Dayton Airport. The majority of the rest of the costs associated with the students' visit are incurred by the respective host families. The total requested of \$500 is to ensure that, should costs
5108	Outbound Student Exchange to Sarajevo				
5109	Inbound Student Exchange from Monrovia				
5110	Outbound Student Exchange to Monrovia				
	Total Youth & Education			500.00	
	Regional Sister Cities				
5200	Regional Collaborative Programs				
5201	Urban Nights				
5202	Annual Regional Sister Cities Reception				
	Total Regional Sister Cities				
	Marketing & Communications				
5300	Marketing Materials			830.00	
5301	Website (Development, Hosting, Domain, Etc.)			170.00	
5302	Gifts (Shirts, Hats, Bookbags, Etc.)				
5303	Young Artists/Authors				
5304	Dayton Sister Cities Exhibit				
	Total Marketing & Communications			1,000.00	
	Augsburg				
5400	Augsburg Outbound Adult Exchange				
5401	Augsburg Inbound Adult Exchange				
5402	Augsburg Gifts				
5403	Augsburg Misc. Expenses				
5404	Augsburg Special Events				
	Total Augsburg				
	Holon				
5500	Holon Outbound Adult Exchange				
5501	Holon Inbound Adult Exchange				
5502	Holon Gifts				
5503	Holon Misc. Expenses				
5504	Holon Special Events				
	Total Holon				
	Sarajevo				
5600	Sarajevo Outbound Adult Exchange			1,500.00	2019 marks the 20th year the sister cities relationship has existed with Sarajevo. That, combined with recent momentum regarding both adult / city exchanges and youth exchanges, means a delegation trip is very likely during 2019. The requested \$1,500 and \$500 would cover a flight and gifts for the various inbound and potential outbound exchanges. Similarly, a tentative \$500 ask is being made in case there are opportunities for hosting or participating in events during inbound exchanges next year - two of which are known; one in the spring and one in the fall.
5601	Sarajevo Inbound Adult Exchange				
5602	Sarajevo Gifts			500.00	
5603	Sarajevo Misc. Expenses				
5604	Sarajevo Special Events			500.00	
	Total Sarajevo			2,500.00	
	Olso				
5700	Olso Outbound Adult Exchange				
5701	Olso Inbound Adult Exchange			7,770.00	Hotel costs could go down if we decide to locate rooms elsewhere. Regardless, any gesture on our part to provide lodging for the adult delegation (which the budget reflects as being eight [8] adults), would be help to entice an adult Olso delegation to travel to Dayton. FY 2019 marks the year in which Dayton recognizes the 50th anniversary of the sister city relationship between Olso and Dayton. Please note that the "Event Celebration" cost is currently budgeted for a location of Courthouse Square. Levitt Pavilion would cost \$6910.
5702	Olso Gifts				
5703	Olso Misc. Expenses				
5704	Olso Special Events			13,837.00	
	Total Olso			21,607.00	
	Monrovia				
5800	Monrovia Outbound Adult Exchange				

5801	Monrovia Inbound Adult Exchange		
5802	Monrovia Gifts		
5803	Monrovia Misc. Expenses		
5804	Monrovia Special Events		
	Total Monrovia	-	
	Executive Committee		
5900	Unplanned Opportunities	2,000.00	
5901	Attorney General COIN Fee & Sec State Fee	100.00	
5902	Discretionary Travel	300.00	
5903	Accounting Expenses	300.00	
	Total Executive Committee	2,700.00	
	Scholarship Fund	5,000.00	
			The planned use is for \$2500 to support Dayton area student travel to a sister city and \$2500 to support student travel from sister city students who need support to come to Dayton. The rationale is that a large portion of the work of the committee is in support of these two types of exchanges and putting a small portion of our general fund to this use should benefit the Dayton area and our sister cities by assisting in the mission of the committee. Since this money would be restricted for scholarships for youth exchanges, any money not spent would go into the Dayton Foundation Scholarship Fund (#1405) to help build the base so that as word gets out about the scholarships, more students will be able to take advantage of them as time goes on and we have a larger base from which to pull money.
	Total Scholarship Fund	5,000.00	
	Total Expenses	33,417.00	
	Projected Income Minus Expenses	(17,027.00)	

Oiso Committee Report to the Dayton Sister City Committee

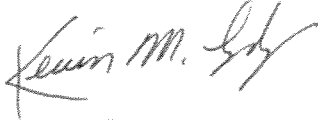
October 2018

While not a lot has happened regarding the Oiso Committee, the few things that did were big. First, Mayor Whaley's letter was sent and received by Oiso Mayor Nakasaki, inviting him and any other members of the Oiso town government to Dayton in late July or early August, 2019 to commemorate the 50th anniversary of the Dayton-Oiso sister city relationship. Norio Morisugi, from the Oiso International Association wrote to confirm the letter's receipt, but tempered it by acknowledging that Mayor Nakasaki is currently focusing on his reelection, as he is competing for the office with three other candidates (a precedent for Oiso). Norio felt confident that Mayor Nakasaki would win reelection. Final results will be announced on November 18.

The ad hoc "50th Anniversary" committee has not met since the August meeting but we hear positively from Levitt Pavilion, confirming the venue for the grand celebration on August 3, 2019. This drastically reduces the costs for the event and, accordingly, the overall budget request from Oiso for 2019 (please see updated spreadsheets attached).

What I would like to know from the rest of the committee is how to "cut costs." I have put up numbers based on my own research, but if folks on the committee have connections, know of alternatives, or possess trade secrets that they are willing to divulge, I would be most appreciative. Specifically, I am looking for thoughts on lodging of the Oiso guests (numbers yet to be determined) and venue for the formal celebration (Levitt is an informal, city-wide celebration). I plan on being at the January DSCC meeting without fail (I sincerely apologize for not being present at the last two meetings).

Respectfully Submitted on November 12, 2018,



Kevin Lydy
Chair - Oiso Committee