



Dayton Sister City Committee/Foundation - Meeting Minutes
Tuesday, January 14, 2020 - Coolidge Wall Law Office, 5:30PM

1. General Welcome & Call to Order – Call to order at 5:30pm.

The following members are in attendance: Arch Grieve, Bonnie King, Ed Dixon, Ryan Taylor, Simeon Oyeyemi, Emerie Lukas, Merle Wilberding, Vaughn Shannon, Peggy Kelly, Kevin Lydy, Thomas Siafa, Monica Jones, Amelia Robinson

The following Friends of the Committee are in attendance: Uli Gaertner, Tasha Rountree, India Brookshire

The following guests are in attendance: Veleta Jenkins (Founder, CEO Library for Africa)

2. November Meeting Minutes

a) Kevin _____ moved to approve the November 2019 Meeting Minutes ***found here***, _Merle_ seconded; the motion passed.

3. Committee Reports - *Unified Committee Reports found here*

- a) **Budget** - Peggy Kelly will report on highlights from the 2019 financials: **FY19 Budget to Actual Spending** and **FY19 Income Statement by Fund**. Budgeted 2K over. Came in 1K over. Need to verify \$3,600 in Restricted Funds/Other. Waiting on quote for airport signage.
- i) Simeon moved and Vaughn seconded approval of the 2019 Financials; the motion passed.
- ii) Vaughn moved and Simeon seconded to recommend the **2020 DSCC Budget** to the Dayton Sister City Foundation; the motion passed.
- b) **Youth** – Tony Ricciuto - See Unified Committee Reports (link above)
- c) **Augsburg** – David Klass - Uli reached out to David but no report at this time. Looking for possible co-chair.
- d) **Oiso** – Kevin Lydy - On pause due to Olympics in Japan. - See Unified Committee Reports (link above)
- e) **Monrovia** – Thomas Siafa - Guests from “Library from Africa” (V. Jenkins) . Committee is in touch with mayor’s office and two high schools. Mayor invited Dayton mayor for 41st celebration in Liberia. Thomas responded back that Dayton mayor will be unable to attend. Historical Monrovia Day in February 2020.
- f) **Holon** – Carolyn Rice and Lori Simms Parks - Carolyn traveling there next month. Has one mtg scheduled with city reps.
- g) **Sarajevo** – Monica Jones & Arch Grieve - See Unified Committee Reports (link above) - Arch traveling to Bosnia in April - October for next group of students. Looking for host.
- h) **Rushmoor** – Hunt Brown - See Unified Committee Reports (link above) - Delegation traveling to Rushmoor in March.
- i) **Events** – Amelia Robinson - May have different people become chairs of different events, but still fall under Events committee. Looking at staffing upcoming festivals. May need booth fees added to budget.
- j) **Marketing** – Bonnie Kling - See Unified Committee Reports (link above) - Waiting on quote from Nova for airport signage. Creating more ways to increase Soiree donations in May. Branded pop-up tent would be useful to cover all these festivals and events. Looking for someone to coordinate Oktoberfest volunteering to keep all DSCC people on the same truck.



DAYTON
SISTER CITY COMMITTEE

Augsburg Germany, 1964
Oiso, Japan, 1968
Monrovia, Liberia, 1972
Holon, Israel, 1997
Sarajevo, Bosnia-Herzegovina, 1999
Rushmoor, England, 2019

- k) **Scholarship Committee** - Peggy Kelly and Tony Ricciuto - See Unified Committee Reports (link above)
 - l) **Strategic Planning** - Jennifer Lumpkin - Circulated draft for goals for commitments from members. Members can fill out form and bring to next meeting.
 - m) **Nominating Committee** - Hunt Brown - See Unified Committee Reports (link above) - Will vote in February.
- 4. Old Business**
- a) Discussion of possible addition of a World A'Fair Committee - No new discussion
 - b) Final Review of the Strategic Plan - Look at plan next month.
 - c) Reminder of February Annual Meeting items (dues, budget, officer/committee chair elections)
- 5. New Business**
- a) **Goal setting discussion for 2019 - Individual**
 - b) **First Draft/Recommendation to Foundation for 2020 Budget**
 - c) **Future Meeting Dates:** February 11, May 12, July 14, September 8, November 10
 - d) **Other Items for the Good of the Order** - Vaughn discussed attending Dayton World Affairs Dinner at Sinclair on January 27th. Tickets can be purchased on eventbrite.
- 6. Adjournment**
- a) Peggy moved to adjourn, Kevin seconded; the motion passed.



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Executive Committee Members

Chair: Arch Grieve

Vice Chair: Monica Jones

Secretary: Ed Dixon

Treasurer: Peggy Kelly

Sub-Committee Chairs

Augsburg City Chair: David Klass

Oiso City Chair: Kevin Lydy

Monrovia City Chair: Thomas Siafa, Sr.

Holon City Co-Chairs: Carolyn Rice & Lori
Simms-Parks

Sarajevo City Chair: Monica Jones

Rushmoor Chair: Hunt Brown

Events Chair: Amelia Robinson

Marketing Chair: Bonnie Kling

Nominating Chair: Hunt Brown

Youth Coordinator: Tony Ricciuto

Strategic Planning: Jennifer Lumpkin

Ex-Officio Members

Commissioner Matt Joseph

Ariel Walker

General Members

Alexis Larsen

Emerie Lukas

Simeon Oyeyemi

Vaughn Shannon

Ryan Taylor

Merle Wilberding

Friends and Associates of the Committee

India Brookshire

Bing Davis

Uli Gaertner

Kelly Geers

Amanda Grieve

Brett Hill

Angie Hsu

Nickole Ross

Tasha Rountree



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January Committee Reports

Budget Report to the Dayton Sister City Committee by Peggy Kelly

The only new expenditure (besides google g-suite bills of about \$25 total) is the move of \$2498.89 from the general fund to the scholarship fund. This was the difference in the amount budgeted for scholarships in 2019 that were not given out as scholarships this year.

Youth Report to the Dayton Sister City Committee by Tony Ricciuto

German students from Jakob Fugger Gymnasium will arrive on April 16th at 5:45 pm.

The exchange is still in the planning stages.

They depart on the 27th at 2:30 pm.

There are 18 students and 2 adults.

Sabine Keller will be the main chaperon and there will be a new male chaperon.

Augsburg Committee Report to the Dayton Sister City Committee by David Klass

No report submitted.

Oiso Committee Report to the Dayton Sister City Committee by Kevin Lydy

Kevin received an email in early December from Norio Morisugi of the Oiso International Association inquiring about three Dayton students coming to Oiso next summer (2020). This was a shock because all indications from the Oiso delegation when they came in July/August was that Oiso would be too busy with the Olympics to host next summer. Kevin replied as such, also indicating that it was too late in the process to begin searching for candidates. They were very understanding and looked forward to resuming talks about the student exchange in the new year. A holiday card to the Oiso International Association was sent and was warmly received.

Monrovia Committee Report to the Dayton Sister City Committee by Thomas Siafa

No report submitted.



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Holon Committee Report to the Dayton Sister City Committee by Lori Simms Parks and Carolyn Rice

No report submitted.

Sarajevo Committee Report to the Dayton Sister City Committee by Monica Jones

Mayor Abdulah Skaka and his International Affairs Adviser Mr. Ensar Eminovic will make a stop-over in Dayton when they are in the U.S. for the 68th annual National Prayer Breakfast. The dates we've been given are arrival early Friday, 2/7 with a morning departure Sunday, 2/9. A schedule is in the works; DSCC will likely be asked to host / participate in a dinner either Friday or Saturday evening.

No additional momentum on new youth exchanges.

Update by Arch for the fall Embassy supported exchange - progress is being made with setting up the budget within the city and in the next month we hope to begin soliciting requests for host families. Also, Arch will be traveling to BiH in April to do the evaluation/follow-up of the 2019 grant.

**Rushmoor Committee Report to the Dayton Sister City Committee by Hunt Brown
November/December 2019**

Efforts continue to prepare for a visit to Rushmoor in March by a delegation from Dayton. The confirmed delegates include:

Nan Whaley, Mayor, City of Dayton
Matt Joseph, Commissioner, City of Dayton
Joe Zeis, Aerospace and Defense Advisor, Office of the Governor, State of Ohio
David Silk, Chairman Emeritus, British-American Chamber of Commerce - Ohio
Mitch Heaton, Vice President of Economic Development, Dayton Development Coalition
Arch Grieve, Chair, Dayton Sister City Committee
Hunt Brown, Chair, Rushmoor Subcommittee, Dayton Sister City Committee

Gifts to our hosts and others in Rushmoor are being gathered. The DDC has been approached to see if it would contribute gifts to the business leaders we will be meeting with.

In addition, we are exploring how the DSCC might play a role at the Farnborough Air Show next July, given the budget will not include covering expenses for that trip. A possible external source of funding has been contacted. In any case, we hope to arrange for a second agreement to be signed at the Farnborough Air Show, this one between directors of the Dayton and Farnborough air show.



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Marketing Committee Report to the Dayton Sister City Committee by Bonnie Kling

The marketing committee met with the Events Committee last week. Nova Creative has been contacted to recreate the airport display. Unfortunately, the contact at the airport was out and difficult to connect with but Nova will be sent the file this week. Emerie is going to be working on the brochure file. Defer to Amelia for the Events portion.

Events Committee Report to the Dayton Sister City Committee by Amelia Robinson

No report submitted.

Strategic Planning Committee Report to the Dayton Sister City Committee by Jennifer Lumpkin

No report submitted.

Nominating Committee Report to the Dayton Sister City Committee by Hunt Brown

No nominations for 2020 officers have been submitted by members. As such, the proposed slate of officers includes:

Arch Grieve, Chair

Monica Jones, Vice-Chair

Peggy Kelly, Treasurer

Ed Dixon, Secretary

Lori Simms Parks & Carolyn Rice, Holon Subcommittee co-chairs



Dayton Sister City Foundation
Budget: Year to Date
 for the period of 01/01/2019 to 12/31/2019

Account Number	Account Name	Actual	YTD Budget	Difference
Income				
Grants/Donations/Other Income				
4000	Membership Dues	\$300.00	\$220.00	\$80.00
4002	City of Dayton Annual Allocation	\$15,000.00	\$15,000.00	\$0.00
4003	Interest Earned	\$0.00	\$10.00	\$-10.00
4004	Fundraisers for Scholarship	\$910.00	\$0.00	\$910.00
4006	Investment Income	\$98.38	\$200.00	\$-101.62
4007	Increase in Market Value	\$1,101.07	\$900.00	\$201.07
Total Grants/Donations/Other Income		\$17,409.45	\$16,330.00	\$1,079.45
Youth & Education				
4102	Outbound Student Exchange to Augsburg	\$17,668.48	\$0.00	\$17,668.48
Total Youth & Education		\$17,668.48	\$0.00	\$17,668.48
Total Income		\$35,077.93	\$16,330.00	\$18,747.93
Expense				
Other Expenses				
5001	Bank and WePay Fees	\$0.00	\$10.00	\$-10.00
5003	Investment Manager's Fee	\$41.67	\$100.00	\$-58.33
5004	Community Investment Fee	\$175.00	\$0.00	\$175.00
Total Other Expenses		\$216.67	\$110.00	\$106.67
Youth & Education				
5102	Outbound Student Exchange to Augsburg	\$17,143.99	\$4,520.00	\$12,623.99
5105	Inbound Student Exchange from Oiso	\$0.00	\$500.00	\$-500.00
Total Youth & Education		\$17,143.99	\$5,020.00	\$12,123.99
Regional Sister Cities				
5200	Regional Collaborative Programs	\$0.00	\$500.00	\$-500.00
Total Regional Sister Cities		\$0.00	\$500.00	\$-500.00
Marketing & Communications				
5300	Marketing Materials	\$0.00	\$830.00	\$-830.00
5301	Website (Development, Hosting, Domain, Etc.)	\$89.87	\$170.00	\$-80.13
Total Marketing & Communications		\$89.87	\$1,000.00	\$-910.13
Augsburg				
5402	Augsburg Gifts	\$50.00	\$50.00	\$0.00

Account Number	Account Name	Actual	YTD Budget	Difference
Total Augsburg		\$50.00	\$50.00	\$0.00
Sarajevo				
5601	Sarajevo Inbound Adult Exchange	\$0.00	\$500.00	\$-500.00
5602	Sarajevo Gifts	\$204.70	\$500.00	\$-295.30
5604	Sarajevo Special Events	\$2,474.60	\$2,000.00	\$474.60
Total Sarajevo		\$2,679.30	\$3,000.00	\$-320.70
Oiso				
5701	Oiso Inbound Adult Exchange	\$1,135.02	\$2,000.00	\$-864.98
5704	Oiso Special Events	\$6,446.00	\$10,000.00	\$-3,554.00
Total Oiso		\$7,581.02	\$12,000.00	\$-4,418.98
Monrovia				
5803	Monrovia Misc. Expenses	\$22.97	\$0.00	\$22.97
Total Monrovia		\$22.97	\$0.00	\$22.97
Executive Committee				
5900	Unplanned Opportunities	\$5,679.85	\$6,000.00	\$-320.15
5901	Attorney General COIN Fee & Sec State Fee	\$50.00	\$100.00	\$-50.00
5902	Discretionary Travel	\$0.00	\$300.00	\$-300.00
5903	Accounting Expenses	\$300.00	\$300.00	\$0.00
Total Executive Committee		\$6,029.85	\$6,700.00	\$-670.15
Scholarship Committee				
5010	Scholarship Committee	\$2,501.11	\$5,000.00	\$-2,498.89
Total Scholarship Committee		\$2,501.11	\$5,000.00	\$-2,498.89
Total Expense		\$36,314.78	\$33,380.00	\$2,934.78
Total		\$-1,236.85	\$-17,050.00	\$15,813.15

Dayton Sister City Proposed 2020 Budget

Account Number	Account Name	Amount of expense	Fund (General or Sc Rationale)
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Donations

4000	Membership Dues	300	general
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4001	Contributions/Donations		
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Total Donations		300	
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Other Income

4002	City of Dayton Annual Allocation	15000	general
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4003	Interest Earned	10	general
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4004	Fundraisers for scholarships	900	scholarship fund
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4005	Adult Outbound Travel		
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4006	Investment Income	125	scholarship fund
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4007	Increase in Market Value	1300	scholarship fund
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Total Other Income		17335	
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Youth & Education

4100	Youth Education (Conference, Classroom Material, Etc.)		
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4101	Inbound Student Exchange from Augsburg		
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4102	Outbound Student Exchange to Augsburg		
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4103	Inbound Student Exchange from Holon		
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4104	Outbound Student Exchange to Holon		
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4105	Inbound Student Exchange from Oiso		
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4106	Outbound Student Exchange to Oiso		
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4107	Inbound Student Exchange from Sarajevo		
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4108	Outbound Student Exchange to Sarajevo		
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4109	Inbound Student Exchange from Monrovia		
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4110	Outbound Student Exchange to Monrovia		
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Total Youth & Education		0	
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TOTAL PROJECTED INCOME 2020		17635	
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Scholarship and Other Expenses

5001	Bank and WePay Fees		
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5002	Office Supplies		
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5003	Investment Manager's Fee	75	scholarship
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5004	Community Investment Fee	230	scholarship
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5010	Scholarship Committee	4000	
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Total Scholarship and Other Expenses		4305	
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Youth & Education

5100	Youth Education (Conference, Classroom Materials, Etc.)		
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5101	Inbound Student Exchange from Augsb	2500	general fund for April 20 visit
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5102	Outbound Student Exchange to Augsburg		
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5103	Inbound Student Exchange from Holon		
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5104	Outbound Student Exchange to Holon		
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5105	Inbound Student Exchange from Oiso		
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5106	Outbound Student Exchange to Oiso		
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5107	Inbound Student Exchange from Sarajevo		
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5108	Outbound Student Exchange to Sarajevo		
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5109	Inbound Student Exchange from Monrovia		
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5110	Outbound Student Exchange to Monrovia		
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Total Youth & Education		2500	
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Regional Sister Cities

5200	Regional Collaborative Programs		
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5201	Urban Nights		
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5202	Annual Regional Sister Cities Reception		
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Total Regional Sister Cities		0	
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Marketing & Communications		
5300	Marketing Materials	Alexis is gathering a quote for ai
5301	Website (Development, Hosting, Doma	170 general
5302	Gifts (Shirts, Hats, Bookbags, Etc.)	580.5 general-lapel pins
5303	Young Artists/Authors	
5304	Dayton Sister Cities Exhibit	
5305	Dayton World A'Fair	500
	Total Marketing & Communications	1250.5
Augsburg		
5400	Augsburg Outbound Adult Exchange	1500
5401	Augsburg Inbound Adult Exchange	
5402	Augsburg Gifts	200
5403	Augsburg Misc. Expenses	
5404	Augsburg Special Events	
	Total Augsburg	1700
Holon		
5500	Holon Outbound Adult Exchange	
5501	Holon Inbound Adult Exchange	
5502	Holon Gifts	200
5503	Holon Misc. Expenses	
5504	Holon Special Events	
	Total Holon	200
Sarajevo		
5600	Sarajevo Outbound Adult Exchange	
5601	Sarajevo Inbound Adult Exchange	500 hotel for mayor
5602	Sarajevo Gifts	200
5603	Sarajevo Misc. Expenses	
5604	Sarajevo Special Events	
	Total Sarajevo	700
Oiso		
5700	Oiso Outbound Adult Exchange	
5701	Oiso Inbound Adult Exchange	
5702	Oiso Gifts	
5703	Oiso Misc. Expenses	
5704	Oiso Special Events	
	Total Oiso	0
Monrovia		
5800	Monrovia Outbound Adult Exchange	1500
5801	Monrovia Inbound Adult Exchange	
5802	Monrovia Gifts	
5803	Monrovia Misc. Expenses	
5804	Monrovia Special Events	
	Total Monrovia	1500
Rushmoor		
5850	Rushmoor Outbound Adult Exchange	875 March 4-9 signing
5851	Rushmoor Inbound Adult Exchange	200 reception during air show
5852	Rushmoor Gifts	525
5853	Rushmoor Misc. Expenses	
5854	Rushmoor Special Events	
	Total Rushmoor	1600
Executive Committee		
5900	Unplanned Opportunities	1500
5901	Attorney General COIN Fee & Sec Sta	50 general
5902	Discretionary Travel	1000
5903	Accounting Expenses	300 general
	Total Executive Committee	2850
	TOTAL PROJECTED EXPENSES 20%	16605.5

Report sign update

PROJECTED INCOME MINUS EXPEI

1029.5

**Income Statement by Fund for the period of 01/01/2019 to
12/31/2019
General Fund**

Account Number	Account Name	Amount
<u>Income</u>		
<u>Grants/Donations/Other Income</u>		
4000	Membership Dues	300.00
4002	City of Dayton Annual Allocation	15,000.00
4004	Fundraisers for Scholarship	910.00
	Total Grants/Donations/Other Income	16,210.00
<u>Youth & Education</u>		
4102	Outbound Student Exchange to Augsburg	368.48
	Total Youth & Education	368.48
	Total Income	16,578.48
<u>Expense</u>		
<u>Youth & Education</u>		
5102	Outbound Student Exchange to Augsburg	1,043.99
	Total Youth & Education	1,043.99
<u>Marketing & Communications</u>		
5301	Website (Development, Hosting, Domain, Etc.)	89.87
	Total Marketing & Communications	89.87
<u>Augsburg</u>		
5402	Augsburg Gifts	50.00
	Total Augsburg	50.00
<u>Sarajevo</u>		
5602	Sarajevo Gifts	204.70
5604	Sarajevo Special Events	2,159.74
	Total Sarajevo	2,364.44
<u>Oiso</u>		
5701	Oiso Inbound Adult Exchange	1,135.02
5704	Oiso Special Events	6,446.00
	Total Oiso	7,581.02
<u>Monrovia</u>		
5803	Monrovia Misc. Expenses	22.97
	Total Monrovia	22.97
<u>Executive Committee</u>		
5900	Unplanned Opportunities	5,679.85
5901	Attorney General COIN Fee & Sec State Fee	50.00
5903	Accounting Expenses	300.00
	Total Executive Committee	6,029.85
<u>Scholarship Committee</u>		
5010	Scholarship Committee	2,501.11

Total Scholarship Committee	2,501.11
Total Expense	19,683.25
Net Income (Loss)	-3,104.77

Summary

Beginning Fund Balance	47,208.75
+ Other Fund Balance Movements	-3,408.89
+ Net Income / (Loss)	-3,104.77
= Ending Fund Balance	40,695.09

Restricted Youth and Education Fund

Account Number	Account Name	Amount
Income		
Youth & Education		
4102	Outbound Student Exchange to Augsburg	17,300.00
	Total Youth & Education	17,300.00
	Total Income	17,300.00
Expense		
Youth & Education		
5102	Outbound Student Exchange to Augsburg	16,100.00
	Total Youth & Education	16,100.00
	Total Expense	16,100.00
	Net Income (Loss)	1,200.00

Summary

Beginning Fund Balance	-1,295.71
+ Other Fund Balance Movements	0.00
+ Net Income / (Loss)	1,200.00
= Ending Fund Balance	-95.71

Restricted Funds (Other)

Account Number	Account Name	Amount
Income		
	Total Income	0.00
Expense		
Sarajevo		
5604	Sarajevo Special Events	314.86
	Total Sarajevo	314.86
	Total Expense	314.86

Net Income (Loss)	-314.86
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Summary

Beginning Fund Balance	4,005.35
+ Other Fund Balance Movements	0.00
+ Net Income / (Loss)	-314.86
= Ending Fund Balance	3,690.49

Dayton Foundation Scholarship Fund #1405

Account Number	Account Name	Amount
<u>Income</u>		
<u>Grants/Donations/Other Income</u>		
4006	Investment Income	98.38
4007	Increase in Market Value	1,101.07
	Total Grants/Donations/Other Income	1,199.45
	Total Income	1,199.45
<u>Expense</u>		
<u>Other Expenses</u>		
5003	Investment Manager's Fee	41.67
5004	Community Investment Fee	175.00
	Total Other Expenses	216.67
	Total Expense	216.67
	Net Income (Loss)	982.78

Summary

Beginning Fund Balance	10,251.89
+ Other Fund Balance Movements	3,408.89
+ Net Income / (Loss)	982.78
= Ending Fund Balance	14,643.56

