



**Dayton Sister City Committee/Foundation - Meeting Minutes**  
**Tuesday, November 12, 2019 - 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, Ed Dixon, Bonnie Kling, Simeon Oyeyemi, Thomas Siafa, Monica Jones, Emerie Lukas, Peggy Kelly, Jennifer Lumpkin, Merle Wilberding, Carolyn Rice, Amelia Robinson

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

The following guests are in attendance: Laurel Kerr

**2. Approval of Meeting Minutes**

- a) Peggy Kelly moved to approve the September Meeting Minutes; Merle Wilberding seconded; the motion passed. Emerie Lukas abstained.

**3. Committee Reports**

- a) **Budget** - Peggy Kelly will report on highlights from the September/October financials: Budget to Actual Spending and Income Statement by Fund. Bonnie Kling moved and Merle Wilberding seconded approval of the Sept./Oct. Financials; the motion passed. Peggy discussed submitted budgets from committee chairs. Scholarship asking for \$4,000 (for Ausburg and possibly students to Bosnia). From Ausburg committee, \$2,500 requested for incoming students. Bus to transport students still up in the air. Rushmoor requested \$5,747.50 for two visits. General Budget request \$322.50 US/UK lapel pins and \$580.50 for lapel pins for other sister cities. Adding \$200 for Holon in case of need for gifts during travel. Monrovia subcommittee will like to still request funds for airfare/visit. Question: Sunrise Park has 3 benches for sister cities. Could use repair and maybe adding other cities. Bonnie will do some follow-up.
- b) **Youth** – Tony Ricciuto - (Report Attached)
- c) **Augsburg** – David Klass - (Report Attached) Taking trip June 25-27, 2020 (Summer Nights), 20 people, checking on hotels and host families there. 5 days. Committee members should let David/Uli if they would like to make the trip.
- d) **Oiso** – Kevin Lydy - (Report Attached). Things on hold due to Olympics for 2020. Discussing possible marathon to link the two cities.
- e) **Monrovia** – Thomas Siafa - Still looking for buy in from organization or other groups in Monrovia before budgeting for Nov 2020 trip.
- f) **Holon** – Carolyn Rice and Lori Simms Parks - Traveling Feb 9th - 19th. Will meet with Holon.
- g) **Sarajevo** – Monica Jones & Arch Grieve - (Report Attached) - Survey results were positive. Still looking at ways to improve for next year. Can we have someone from Stivers follow-up and have a return trip.
- h) **Rushmoor** – Hunt Brown - (Report Attached) - Delegation from Dayton visiting there in March 2020.
- i) **Events** – Amelia Robinson - Time to start planning for DSCC Soiree.
- j) **Marketing** – Bonnie Kling - (Report Attached) - Certain sites need marketing updated with logos. Some sites need material reprinted and some just added to. Nova Creative Groups will need to



**DAYTON**  
SISTER CITY COMMITTEE

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

do updating. Potentially will have DSCC merchandise. Working on social media guidelines (from city) and best practices.

- k) **Scholarship Committee** – Peggy Kelly and Tony Ricciuto
- l) **Strategic Planning** – Jennifer Lumpkin - (Report Attached) - Feedback has been focused Goal #4. Discussed providing commitments for DSCC members to help guide members productivity.

**4. Old Business**

- a) Reminder to please send in budget requests for 2020 to Peggy Kelly.

**5. New Business**

- a) **Upcoming:** Officer elections take place in February, including for Holon subcommittee (as members' terms are expiring). Please send all nominations to Hunt Brown before end of 2019.
- b) **Upcoming:** Committee must develop a budget for Foundation to approve at mandatory February Annual Meeting according to bylaws. Goal is to vote on a draft budget as Committee in January and approve the Final Budget as Foundation in February.
- c) **Upcoming:** Membership fee to be established at February Annual Meeting.
- d) **(Proposed) Holiday Celebration at Warped Wing - December 10 from 5:30-7PM**
- e) **2020 Meeting Dates:** January 14, February 11, May 12, July 14, September 8, November 10
- f) **Other Items for the Good of the Committee** - Simeon proposing committee creation to have more unified booth at World A'Fair. Possibly doing a potluck to host our own event to promote sister city cuisine. Possibly selling items from subcommittees as sort of a fundraiser. Revisit in January for possible vote.



# DAYTON

SISTER CITY COMMITTEE

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

## 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



## **Sub-Committee Submitted Reports – November 2019**

### **Budget Report to the Dayton Sister City Committee by Peggy Kelly**

There was very little new action this past period. The only new bill was \$25.80 for our domain name. All other spending (\$2132.39 from the outbound student exchange to Augsburg, \$13.42 from Oiso special events, and \$22.97 from the Monrovia artist visit) was catching up with what happened this summer during these events. Our only income this period was \$20 for membership dues.

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### **Youth Report to the Dayton Sister City Committee by Tony Ricciuto**

The dates for the Augsburg Youth Exchange are set. Should be 20 (18 students and 2 chaperons); arrival late April 15th and depart on Monday the 27th.

Ms. Sabine Keller is leading the group now, she will a male colleague with her. Activities have not been planned yet, waiting for the final numbers from Ms. Keller; I emailed her yesterday. One issue is we are on Spring Break until the 20th and some of our families might be still out of town.

We will begin to recruit host families around the first of December.

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

No report submitted

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

Due to the 2020 Olympics in Tokyo next summer, all experiences and programs between Dayton and Oiso are being put on hold until 2021. At this time it is unknown whether we will pick up where we left off, with Dayton students traveling to Oiso (as the rotation would have had) or if we will simply resume the same rotation with Oiso students traveling to Dayton. Oiso is playing host to two nations' athletes for the 2020 Olympic Games and so will be extremely busy over the next year. My plan is to resume talks with the Oiso International Association in late summer, early fall 2020.

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### **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

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### **Sarajevo Committee Report to the Dayton Sister City Committee by Monica Jones and Arch Grieve**

In September, Arch Grieve traveled to Sarajevo with two staff members from the Dayton Mediation Center to lead an orientation for the students and teachers who would be traveling to the United States as part of the Four Cities Young Leader Academy program, a State Department-sponsored grant that the center received and which was supported by the Dayton Sister City Committee. While there, he met with the students and teachers and helped to prepare them for travel here to the United States. They arrived on October 7 and were here until October 29, during which time they stayed with host families for the duration of their trip. The program was largely successful, with highlights including a trip to City Hall, a visit to Washington DC, and a final exhibition night where students shared their ideas for change within their communities. The ideas they came up with ranged from beginning a TEDx Youth program in Sarajevo to initiating a Longest Table in Mostar and starting an after-school artist's cafe in Banja Luka. They also were able to form relationships with local students from Stivers School for the Arts and the Dayton Regional STEM School. There is an album on the Sister City Facebook page where people can find many more activities that the group took part in. The focus now is on assessing what went well and what can be improved, as the grant was also awarded to the Mediation Center for 2020.

One of the teachers from Stivers, Leslie Rogers, went out of her way to pair up Stivers students with the students from Bosnia and Herzegovina, and there is definite interest on the part of the teacher and some students in traveling there for a return trip.

**It is requested that the Youth and Education committee help Leslie Rogers figure out if it is possible to lead such a trip over the summer.**

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### **Rushmoor Committee Report to the Dayton Sister City Committee by Hunt Brown**

The UK's Royal Air Force aerobatic flight team, the Red Arrows, was in town for a stopover on September 5th. I attended a reception at the airport sponsored by UD's Center for Leadership, where there was opportunity to interact with community members and meet British Consul General-Chicago David Saville.

There is strong support at the local and state level for our new sister city relationship for acting as a catalyst for developing stronger ties, especially with the business community. This is playing out in a number of ways.

We attended a reception commemorating the 79<sup>th</sup> Anniversary of the Battle of Britain held at the Air Force Museum on September 21. It was an opportunity to develop our relationships with the RAF, USAF, local defense contractors and to further discussions British Consul General Saville.

On October 3, I met with representatives of Dayton Development Coalition (DDC) and the National Aviation Heritage Area. The meeting had two areas of focus. First, we discussed ways that the new sister city relationship might be developed, with emphasis on possible DSCC participation at the Farnborough Air Show to be held July 20-24, 2020.

Second, we discussed Rushmoor representation at an Ohio business roundtable in London on October 28 and a follow-up reception that evening at the US Embassy. Rushmoor has provided a list of Rushmoor area business

leaders to the DDC. Ohio businesses with a presence in Britain as well as British businesses with an interest in the US are invited. Borough of Rushmoor representatives will be attending the embassy reception where Ohio Lieutenant Governor Husted will be in attendance. The sister city relationship will be emphasized.

Plans are proceeding for an initial small Dayton delegation visit to Rushmoor between March 5-9, 2019. The purpose of the trip is to reciprocate the visit by Rushmoor here last June where they met government as well as community, business and educational leaders. 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

Jeff Hoagland, President and CEO, Dayton Development Coalition or

Mitch Heaton, Vice President of Economic Development, Dayton Development Coalition

Hunt Brown, Chair, Rushmoor Subcommittee, Dayton Sister City Committee

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

The marketing committee met on October 1 to discuss the signage at City Hall and the Airport to include Rushmore. Alexis is working on getting the printing information since the logo is already updated thanks to Emeric. The committee reviewed the strategic plan and will be working on a social media plan/best practices sheet for review by the board. 2020 events and social media promotion will be coordinated with the Events Committee before the next meeting.

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

No report submitted

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

November 2019

A draft of the DSCC Strategic Plan was sent out to the committee in October for feedback. The draft has five goals, each with actionable items and the committee members from whom commitment is required. Feedback that has been received as of November 8 focused on the need to clarify the "Sister City Member Commitments" and the number of items that will be required of DSCC members on an annual basis. As part of the goal to "improve productivity, accountability, and recognition of our committee," an actionable item has been included that states we will "set accountability goals for individual DSCC members." As part of this, the draft states that

we will “require DSCC members to commit to 10 items on the ‘Sister City Member Commitments’ sheet.” The 10 items can be a mix and match of the following:

- \$20 DSCC annual membership dues (required)
- Attend DSCC bi-monthly meeting (required, minimum of 4)
- Attend DSCC sub-committee meeting
- Attend or volunteer at a DSCC event
- Chair a DSCC event
- Donate to a DSCC event
- Host a DSCC exchange participant
- Share DSCC information on personal social media platform

This section was added following the brainstorming session in May where ideas were rolled around on how to increase accountability for individual DSCC members. Discussion on this section is welcome and encouraged. We would like to nail down a clear, acceptable version of this section to include in the final draft by the end of the year.

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**Dayton Sister City Foundation**  
**Income Statement by Fund**  
 for the period of 09/03/2019 to 11/03/2019

Account Number	Account Name	General Fund	Restricted Youth and Education Fund	Restricted Funds (Other)	Dayton Foundation Scholarship Fund #1405
<b>Income</b>					
4000	Membership Dues	\$20.00	\$0.00	\$0.00	\$0.00
<b>Total Income</b>		<b>\$20.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Expense</b>					
5102	Outbound Student Exchange to Augsburg	\$408.39	\$1,724.00	\$0.00	\$0.00
5301	Website (Development, Hosting, Domain, Etc.)	\$25.80	\$0.00	\$0.00	\$0.00
5704	Oiso Special Events	\$13.42	\$0.00	\$0.00	\$0.00
5803	Monrovia Misc. Expenses	\$22.97	\$0.00	\$0.00	\$0.00
<b>Total Expense</b>		<b>\$470.58</b>	<b>\$1,724.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Net Income (Loss)</b>		<b>\$-450.58</b>	<b>\$-1,724.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Summary</b>					
Beginning Fund Balance		\$39,581.27	\$5,014.27	\$4,890.49	\$12,144.67
+ Other Fund Balance Movements		\$0.00	\$0.00	\$0.00	\$0.00
+ Net Income / (Loss)		\$-450.58	\$-1,724.00	\$0.00	\$0.00
= Ending Fund Balance		<b>\$39,130.69</b>	<b>\$3,290.27</b>	<b>\$4,890.49</b>	<b>\$12,144.67</b>





**Dayton Sister City Foundation**  
**Budget: Year to Date**  
**for the period of 01/01/2019 to 11/03/2019**

Account Number	Account Name	Actual	Annual Budget
<b>Income</b>			
4000	Membership Dues	\$300.00	\$220.00
4002	City of Dayton Annual Allocation	\$15,000.00	\$15,000.00
4003	Interest Earned	\$0.00	\$10.00
4004	Fundraisers for Scholarship	\$910.00	\$0.00
4005	Adult Outbound Travel	\$1,200.00	\$0.00
4006	Investment Income	\$98.38	\$200.00
4007	Increase in Market Value	\$1,101.07	\$900.00
4102	Outbound Student Exchange to Augsburg	\$16,468.48	\$0.00
<b>Total Income</b>		<b>\$35,077.93</b>	<b>\$16,330.00</b>
<b>Expense</b>			
5001	Bank and WePay Fees	\$0.00	\$10.00
5003	Investment Manager's Fee	\$41.67	\$100.00
5004	Community Investment Fee	\$175.00	\$0.00
5102	Outbound Student Exchange to Augsburg	\$16,685.41	\$4,520.00
5105	Inbound Student Exchange from Oiso	\$0.00	\$500.00
5200	Regional Collaborative Programs	\$0.00	\$500.00
5300	Marketing Materials	\$0.00	\$830.00
5301	Website (Development, Hosting, Domain, Etc.)	\$70.30	\$170.00
5402	Augsburg Gifts	\$50.00	\$50.00
5601	Sarajevo Inbound Adult Exchange	\$0.00	\$500.00
5602	Sarajevo Gifts	\$204.70	\$500.00
5604	Sarajevo Special Events	\$2,430.06	\$2,000.00
5701	Oiso Inbound Adult Exchange	\$1,135.02	\$2,000.00
5704	Oiso Special Events	\$6,446.00	\$10,000.00
5803	Monrovia Misc. Expenses	\$22.97	\$0.00
5900	Unplanned Opportunities	\$5,679.85	\$6,000.00
5901	Attorney General COIN Fee & Sec State Fee	\$50.00	\$100.00
5902	Discretionary Travel	\$0.00	\$300.00
5903	Accounting Expenses	\$300.00	\$300.00
5010	Scholarship Committee	\$2,501.11	\$5,000.00
<b>Total Expense</b>		<b>\$35,792.09</b>	<b>\$33,380.00</b>
<b>Total</b>		<b>\$-714.16</b>	<b>\$-17,050.00</b>

