



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Draft SISTER CITY COLLABORATION COMMITTEE

Monday, August 22, 2011

5:30 PM

215 Martin Luther King, Jr. Blvd.
Room LL120
(Madison Municipal Building)

CALL TO ORDER / ROLL CALL

Present: 8 -

Frank L. Alfano; Josephine H. Oyama-Miller; Carolyn A. Gantner; Daina P. Zemliauskas-Juozevicius; John W. Jacoby; Amy R. Zastrow; Ald. Bridget R. Maniaci and Benjamin R. Manski

Excused: 1 -

Victor E. Villacrez

Others present: Alexander De Pillis

APPROVAL OF MINUTES

Oyama-Miller motioned to approve the July 18th minutes and Jacoby seconded the motion. The minutes were unanimously approved.

PUBLIC COMMENT - None.

DISCLOSURES AND RECUSALS - None.

DISCUSSION ITEMS

[23630](#)

Initiative between Lara, Venezuela and Madison Cooperative Sector

Manski talked about an initiative between Lara, Venezuela and the Madison cooperative sector. About six years ago he resurrected a relationship with Lara. Lara recently reached out to non-profits about setting up a direct economic exchange with the cooperative sector in South Central Wisconsin. On September 16th, the UW Center for Cooperatives is hosting a meeting for people in the cooperative sector in Southern Wisconsin at the Business School between representatives of the consulate in Chicago and various coops in Southern Wisconsin to train skills to make a more lasting relationship with Madison. Manski's wife is actually involved in setting this up but he wanted to bring this to the SCCC's attention.

[22992](#)

Grant Program

There was discussion about the membership application form (annual report) that Daina put together. Several changes were suggested.

On the first statement under the EIN, the word umbrella was changed to sponsor.

Question #3 - \$500.00 was removed and added was "did you fully expend the Sister City 2010 funds?"

Question #3, the word grant was taken out and funds was added.

This form will eliminate the need for each member to submit an annual report. Add 2011 to question #4

The due date for funding will be October 17, 2011.

Zemliauskas-Juozevicius will make the changes and send the form to Olmsted to distribute to the committee. A motion was made to approve the form with changes by Gantner with a second from Oyama-Miller. The motion carried unanimously.

[21947](#)

SCCC Membership Criteria

Alfano started the discussion on the membership criteria What is the purpose of the Sister City program? They referred back to the Ordinance #21020 creating the SCCC and decided to use the purpose listed in that document. Guidelines for starting SC program: Members should have a 501(c)(3) status or be given 2 years to obtain that status. Manski said that getting "C3" status can take a very long time. Each applicant needs to submit: Work Plan, officers, budget and goals. They must be a local, active organization. Maniaci motioned to approve the criteria as amended on the Q&A, the motion was seconded by Oyama-Miller and unanimously approved. Letters will be sent out to the past and current members asking if they want to continue their relationship or begin a new one with SC. Alfano will draft the letter and send it to the committee for review.

[23223](#)

Status of Authorized Sister Cities

Combined with File #21947.

[23224](#)

Sister City Q&A Page Status

Various changes were made to the SC Q&A Form. Alfano will make changes and send to committee for review. This form will eventually be shown on the SC website to help people who want to apply for a membership with Sister Cities.

[23219](#)

City Website Policy

There has been some confusion about what can be posted on the SC website as far as activities that relate to Sister Cities. IT has stated that the event has to be SC sponsored and that any event that is serving alcohol cannot be listed. Maniaci suggested this topic be on the next CCOC agenda for discussion. Olmsted will approach Lauren Cnare and Shiva Bidar-Sielaff regarding this.

[21950](#)

Financial Update on 2010-11 Funds

Alfano presented a bill from the photographer who put together the picture display of Madison that was taken to Mantova for \$541.22. There was discussion whether or not to pay the bill from SC funds. It was decided that the committee would not pay the bill.

[23623](#)

2012 Budget Update

Maniaci will be meeting with the Mayor to request \$5,000 - \$10,000 for Sister Cities in 2012.

ADJOURNMENT

Maniaci moved to adjourn the meeting and was seconded by Oyama-Miller. The motion pass unanimously and the meeting was adjourned at 7:30 p.m.