



City of Madison

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

Meeting Minutes - Draft SISTER CITY COLLABORATION COMMITTEE

Tuesday, May 17, 2011

5:30 PM

Room LL120 - Madison Municipal Building
215 MLK, Jr. Blvd. Madison, WI 53703

1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Chairman Alfano at 5:42 p.m.

Present: 5 -

Frank L. Alfano; Josephine H. Oyama-Miller; Daina P.
Zemliauskas-Juozevicius; John W. Jacoby and Ald. Bridget R. Maniaci

Absent: 1 -

Victor E. Villacrez

Excused: 2 -

Carolyn A. Gantner and Amy R. Zastrow

2. APPROVAL OF MINUTES

This was Approve the Minutes

3. PUBLIC COMMENT - None.

4. DISCLOSURES AND RECUSALS - None.

OLD BUSINESS

5. [21532](#) Discussion of Remaining Committee Member

The committee would like to recommend to the Mayor that Enrique Gandara be appointed to fill the City resident position on the committee. Lisa Olmsted will relay that information to Laila D'Costa in the Mayor's Office and she will communicate that to the Mayor.

6. NEW BUSINESS

[21946](#) Update from Standing Subcommittees and Alder Report.

[21947](#) Membership Criteria

Maniaci recommended that a meeting with the Mayor be set up to talk with the representatives of the Sister Cities to discuss membership criteria for Sister Cities. Alfano will send in a request to the Mayor to set up the meeting for Lane June or sometime in July. Oyama-Miller has a delegation coming from Japan at the end of September and would like to meet with the Mayor, since 2011 is the fifth anniversary of the signing. Both Obihiro and Madison have new mayors.

[21949](#) Implementation Plan Update

- a. Calendar of Events
- b. CCB Display Update
- c. Receptions with Business and Common Council

a. International Day Review - Alfano said they had a bad location and need a venue that has better traffic. Maniaci asked if Overture Center would be a better venue. There was general consensus that would be a better place.

b. Calendar of Events - Oyama Miller has a delegation of seven going to Japan June 3-13th. Americans are paying their own airfare. Oyama-Miller asked if the calendar events could be put on the Sister City website. This information can be sent to Lisa Olmsted in the Mayor's Office and she can make sure they get posted to the website. Oyama-Miller also said some US high school students will be traveling to Japan in August and staying with host families.

c. Marketing materials - Alfano has put together a packet of marketing materials about Madison that he gathered from many different sources here in the city. He shipped 100 packets to Montova (with his own funds) for the delegation's trip there in June. Packets were given to Lauren Cnare, Aaron Olver, Matt Mikolajewski and Mayor Soglin. The cost to put these together was limited to the folder itself. Olmsted said there were some extra folders in the Mayor's Office that can be donated. Maniaci wondered if there should be a letter from the Mayor in the packet? She wondered if there could be a sticker on the front with the City logo.

Jacoby said that he has asked for permission from the Capitol Police to have a table at the Farmer'sMarket to hand out information about Sister Cities. It would be nice to have all Sister City representatives there along with performers, to attract more people.

d/e. Alfano met with Monona Terrace to see if they had any interest in displaying banners and flags for Sister Cities. He also asked if they would be

willing to sell "Madison" items in their gift shop and found there was no interest in doing that either. Maniaci said that Monona Terrace feels that Frank Lloyd Wright should be their focus and not the City of Madison.

Oyama-Miller asked if a Sister City banner could be displayed in the City County Building. Olmsted state that an application would have to be filled out and sent to the City-County Liaison Committee to get approval for that.

f. CCB Display Case: The following cities will have displays for the rest of 2011:

June - Obihiro, July and August are open, September - Camaguey, October - Montova, November - East Timor, December - Freiburg

g. Reception with Business and Common Council - Maniaci recommended a reception be held before the Common Council meeting on July 19th. It was decided that the hallway outside the Council chambers be used for that. There would be approximately 30-40 people invited and ethnic food would be served. Maniaci recommended that there be some kind of programming along with the food, so people just don't grab something to eat and go into the council chambers.

21950

Financial Update on 2010-11 Funds

Alfano reported that there is \$5,095.00 to be released to the SCCC from the Common Council and an additional \$5,000 was sent to SCCC from Sister Cities International. \$500.00 of those funds were spent for International Day 2011, leaving a total of \$9,500.00. CCOC does not have to approve spending for any of these funds Each Sister City should have their funding/grant forms completed before any money is released to them. Oyama-Miller thought a brochure should be put together to show the longevity of each Sister City. All of this money has to be spent this year or it will be sent back to the general fund. There was a suggestion to review the grant process.

Maniaci moved to table this item which was seconded by Alfano. The motion passed unanimously.

21951

Potential Sister City Relationships with Morogoro, Tanzania and Tepatitlan, Mexico.

Maniaci moved to refer this item to the next meeting which was seconded by Alfano. The motion passed unanimously.

7. **ADJOURNMENT**

Maniaci moved to adjourn the meeting and Zemliauska-Juozvicius seconded the motion. The motion passed unanimously and the meeting was adjourned at 6:30 p.m.