

Sister Cities Board Meeting Minutes

April 9, 2012

In attendance were Board Members Margaret Yee, Anne Erickson, Etsuko Freeman, Rosemary Holt, Nicole Gallo, , Olga Efimova and Jinger Laguardia. Steve Akerlow and Daunte Rushton, Sister Cities Coordinators were also present. Salt Lake City Corporation Attorney Ed Rutan was also in attendance. Board Member Jorge Arce-Larreta was excused.

Discussion of Utah Open & Public meetings act. Ed Rutan will be in attendance to provide assistance

Salt Lake City Attorney Mr. Ed Rutan explained the state regulatory requirement for noticing and conducting public meetings in Utah. He explained that it is necessary for recording minutes when in closed meeting sessions. Written minutes and electronic minutes are needed to be recorded when conducting public meetings. He welcomed the Sister Cities Board members to contact him regarding any legal questions concerning the Sister Cities Program.

Discussion by Anne Erickson of a few agenda items:

Anne Erickson discussed the resignation of Sister Cities Committee Member Karen Wiley, explaining that she had received a letter of resignation from her on behalf of the Sister Cities Board. She asked that the letter be included in the meeting minutes.

Anne explained that she had contacted Father Patrick Carley, the Committee Chair for Salt Lake City's Thurles Town, Ireland Relationship regarding his lapse in program participation. Father Carley explained to Anne that he has too many prior obligations and will recommend someone to take his place.

Anne also explained that she had contacted Nia Sherar, the Committee Chair for Salt Lake City's Oruro, Bolivia Relationship regarding her lapse in program participation. Anne was told that there is no activity on the relationship.

Anne discussed if there were any procedures for placing a city on an "inactive" list. If not existing, if it was possible to add such a procedure to the Sister Cities Ordinance.

Geoff Brugger, will be also contacted by Anne Erickson regarding his inactivity. Rose motioned to send a letter from the Sister Cities Board to Jeff saying that his term of office was completed .

The upcoming Sister Cities International Conference was discussed by Anne regarding the interest in sending committee members.

Daunte responded explaining the programs budget constraints, also for reviewing the Conference agenda to make sure that it is worthwhile.

Daunte recommended that the Board pay the dues for the Sister Cities International membership.

Discuss website content:

Daunte explained that he had been meeting with Kim Louie regarding the design of the new Sister Cities website. He explained that the website would cost \$6,700 in total cost and that he would report to the Board via email regarding its progress.

Schedule next meeting:

A meeting time of May 21st was discussed pending room 126's availability, but nothing was confirmed. Daunte explained that he would send meeting dates to the Board members via email.

Anne adjourned the meeting.