

MINUTES

Arvada Sister Cities International
Tuesday, January 18, 2011
Arvada City Hall – Anne Campbell Room

- I. CALL TO ORDER – 5:47 p.m. by Vice-President Douglas Gordon.
- II. APPROVAL OF MINUTES – Motion for approval of the minutes of the regular meeting of November 16, 2010, was made, seconded, and passed unanimously. *Note: the ASCI Christmas Party on December 16, 2010, was in lieu of the ASCI's December regular meeting.*
- III. REPORTS:
 - A. City Council: City Council member and ASCI representative Mark McGoff indicated that the Mayor has received ASCI's invitation to its Chinese New Year's Celebration dinner.
 - B. City of Arvada: Gordon Reusink indicated that the City's Park Advisory Committee, the Arvada Festival Commission, and ASCI have all expressed interest in forming a planning subcommittee, consisting of two members from each group, to prepare the end of the year presentation before City Council, which is tentatively scheduled for February 8 or 10. Gordon also indicated that although ASCI is generally covered under the City's liability insurance policy, the City Council has purchased a separate insurance policy for ASCI.
 - C. Committee Reports:
 1. Mechelen: No formal report was provided. Bernie Burgmaier commented that she had been in holiday communications with a representative of the Mechelen Toy Museum.
 2. Kyzylorda: No report was provided.
 3. Jinzhou: Dr. Chang requested that any communications and information regarding Jinzhou be remitted to Nina Rupp.
 4. Marketing/Fundraising: Edna Gordon provided an update on the Chinese New Years' Celebration events to be held January 28 – January 31. Edna presented and/or distributed the ASCI posters, the ASCI invitations for the business luncheon on January 29, the ASCI invitations for the dinner on January 30, and ASCI marketing brochures for sponsorship. Nina Rupp

also stated that she had tickets to the Denver Chinese School celebration on January 30.

Bernie Burgmaier reviewed the previously distributed itinerary for ASCI's participation with the Jinzhou, China Delegation during the Chinese New Year's Celebration. Discussion included meeting the Jinzhou delegation at the airport; transportation to and from the various Chinese events; distribution of invitations to outside parties; costs of each scheduled event; decorations and seating arrangements at ASCI events; and appropriate attire.

The following Hospitality Policy applications were presented for discussion and action:

- Expenditure not to exceed \$125.00 for the business luncheon to be held January 29 at the Lone Star Steakhouse & Saloon. It was moved, seconded, and passed unanimously to approve such expenditure as stated in the application.
- Expenditure not to exceed \$1,402.00 for the ASCI dinner and entertainment on January 30 at the Arvada Center. It was moved, seconded, and passed unanimously to approve such expenditure as set forth in the application.
- Expenditure not to exceed \$870.00 to provide wine at the ASCI dinner on January 30 at the Arvada Center, such expenses to be taken out of the ASCI's 501(c)3 funds. Discussion was had that ASCI members would pursue donation (sponsorship) of such wine. Based on the foregoing, it was moved, seconded, and passed unanimously to approve such expenditure as presented.
- Expenditure not to exceed \$100.00 to attend a luncheon at Chopstix on January 25 with the Arvada Chamber of Commerce and ASCI representatives to encourage business opportunities between Arvada and Jinzhou. Motion for approval was made, seconded, and passed unanimously as presented.

5. New Sister Cities: Nancy Munn indicated that a majority of the ASCI membership desired a new Sister City. The subcommittee is presently considering Anger, a city 1 and ½ hours from Paris with a population of 100,000 – 300,000. Anger does have 3-4 other sister cities, but none in the United States. Consensus was to pursue Anger as a sister city.

- IV. TREASURER'S REPORT: Nancy Bentzen distributed copies of the ASCI 2010 Expenses, City of Arvada Account 01.1880.54001, and the ASCI Treasurer's Report from November 16, 2010 – December 31, 2010. Nancy indicated that ASCI's 501 (c) 3 funds are \$15,313.84. In addition, membership dues for 2011 are due.

- V. NEW BUSINESS: ELECTION OF OFFICERS & NEW BOARD MEMBERS: Nancy Munn presented the following recommendations of the Nominating Committee for 2011 ASCI officers: Beth Whittier – President; Dale Williams – Vice President; Jodie Haslam – Secretary; and Nancy Bentzen – Treasurer. After discussion as to the past attendance of certain nominated officers and a request for nominations from the floor (none of which was forthcoming), it was moved, seconded and passed unanimously to accept the Nominating Committee’s recommendations, and to elect Beth Whittier as President; Dale Williams as Vice President; Jodie Haslam as Secretary; and Nancy Bentzen as Treasurer. It was noted that the present Executive Committee also include Dr. Chang and Maria Tibbetts. Maria desired to resign from the ASCI Board of Directors, which would require resignation from the Executive Committee. Upon lengthy discussion, Maria Tibbetts’ resignation was accepted. It was further moved, seconded and passed unanimously to appoint Sonia Marschner to replace Maria on the Executive Committee.

Nancy Bentzen indicated that the appointment(s) of additional/new Board of Director members were warranted. The present Board of Directors is at 24 members. After discussion, it was moved, seconded and passed unanimously to appoint Sharee Wickmann as a new ASCI Board of Directors member.

- VI. COMMUNICATIONS AND ANNOUNCEMENTS: A reminder was made that all ASCI volunteer time needs to be submitted to Brenda Berg.

Discussion was had to pending matters before the ASCI. Pursuant to the by-laws, an annual report needs to be prepared. It was agreed that the annual report would be presented/discussed at the next ASCI regular meeting. It was further agreed to schedule the annual ASCI retreat on Saturday, February 12, 2011, at Panera Bread Company, if available.

Nina Rupp thanked everyone who assisted and cooperated in organizing the Chinese New Year’s Celebration events. Dr. Chang recommended that a contingent of ASCI members should greet the Jinzhou delegation upon their arrival at DIA.

- VII. ADJOURNMENT: The regular meeting was adjourned at 7:10 p.m.

ASCI Members in attendance: N.K. Chang, Karl Burgmaier, Bob Jackson, Shirley Jackson, Nancy Bentzen, Douglas L. Gordon, Eva Zerr, Frances Evans, Edna Gordon, Beth Whittier, Nancy Munn, Bernie Burgmaier, Sonia Marschner, Gordon Reusink, Sharee Wickmann, Mary VanDoozer, Marie Tibbetts, Mark McGoff, and Nina Rupp.

Recording Secretary: Beth A Whittier Date: January 18, 2011
Beth A. Whittier

Submitted at the ASCI regular business meeting of February 15, 2011.