



Sister Cities Association of Salisbury/Wicomico County (SCA of SWC)

June 24, 2009, 4:00pm

Conference Room 300, Government Office Building

Meeting Minutes

Attendance: George Whitehead, Chair; Ernest Boger, Treasurer; Gina Boobar, Secretary; Cindy Feist; Brian Burrows-McElwain; Marion Keenan; Lindsay Manuel; Brian Stiegler; Tom Welsh; Robert Williams and Mayor Jim Ireton.

I. George Whitehead called the meeting to order at 4:00 pm.

II. Approval of Minutes of 5/6/09 Meeting

Robert Williams made a motion to approve the minutes. Ernest Boger seconded the motion. It was unanimously approved.

III. Update from Lindsay Manuel, Sister Cities Intern / SCA of SWC Website

Lindsay explained that she is working on the website design (offline). She would like to set up a time to interview each Board member so that she can create a testimonial page on the website. The website will also have a map with our Sister Cities starred; when you click on the star, it will link you to that city's webpage. Additionally, there will be photos from past events on the website. Marion added that there should be links to the international community organizations, such as the Lions Club and Rotary. Tom said that we need to make sure we keep the content of the webpage current. He offered to do this after Lindsay completes her internship.

There was discussion regarding where the website will be hosted. George said that he has been trying to contact the City/County IT Director to find out if the website can be hosted on the City/County server.

IV. Welcome to Mayor Jim Ireton

George welcomed Mayor Ireton to the meeting and everyone present introduced themselves. George then gave the Mayor a brief summary of the background of the committee. Mayor Ireton said he will assist the Committee in any way he can.

V. Treasurer's Report / Update on Fundraising

Dr. Boger said that according to a report from the Chamber Foundation, the current balance is \$952.20. A contribution was recently received in the amount of \$500 (less the 10% administrative fee of \$50).

The Board agreed to pay the \$510 to Sister Cities International for dues renewal.

VI. Subcommittee Reports

Business Committee: George said that the Business Committee met on June 12th. They established the following goals and assignments:

Long Term Goal: Plan an international trade mission/outreach for regional businesses to attend as part of a Salisbury Sister Cities effort.

Fall Goals: (1) Create a workshop series on international/export info for small businesses in the region (lower and midshore); (2) Create a simple database regarding "Who's Who" in our area doing business internationally, to be used for networking and mentoring opportunities. *Use SU student & SBDC to help create as a working document; and (3) Find speaking and networking opportunities and venue's to market Sister Cities and the Business/Industry Committee.

Greg Olinde will contact a banking expert to speak at a fall workshop regarding the financial implications of International Trade (payments, credit card sales, foreign accounts).

John Hickman will contact the U.S. Export Center in Baltimore and any other agency for ideas and topics for fall workshop on Export 101 for Small Business.

George will attend the main Salisbury Sister City meetings to keep the Business Committee connected with communication. He will also attend or speak at outreach meetings for marketing of Sister Cities and the Business/Industry Committee.

Renee Stephens will: (1) Contact Jan Wiseman regarding speaker for upcoming GSC meeting for Sister Cities on International Trade; and (2) Contact Mindie B. regarding recent Dorchester Germany Sister County exchange - info sharing with our group.

The next meeting of the Business Committee is scheduled for Friday, August 7th, at 8:00 a.m.

Education Committee: George said that they are continuing to work with the Board of Education to determine what types of projects could happen.

Cultural Affairs Committee: George explained that they are still looking for a new chairperson for this committee.

VII. Other Business

George thanked Marion for hosting the reception in May when Jan and Kevin Cardy from Salisbury, England, visited.

George explained to Mayor Ireton that Mayor Tilghman welcomed the international students at SU last fall. He asked Mayor Ireton if he would be willing to do that again. Everyone agreed that the best time would be early October. They will invite the international students from both SU and UMES. The Mayor agreed and said that he and Gina would look at his calendar and find a few possible dates.

Brian Stiegler said that there will be a delegation from SU going to Tartu in the fall, because they are working on establishing an exchange program. He said that the Mayor may want to be part of the delegation.

VIII. Concluding Remarks, Adjournment

After discussion, it was agreed that the next meeting will be held on Wednesday, July 22nd, at 4:00pm, in room 300 of the Government Office Building.

The meeting was adjourned at 5:35 pm.

Respectfully submitted,
Gina Boobar, Secretary