

**Sister Cities Association of Salisbury/Wicomico County**  
**Minutes**  
**Wednesday, November 2, 2011**

ATTENDING: Ernest Boger, J. Bryan Burrows-McElwain, Cindy Feist, Devin Feist, Samantha Foley, Therese Hamilton, and George Whitehead

- I. **CALL TO ORDER:** President George Whitehead called the meeting to order at 4:10 p.m. Meeting minutes of September 22, 2011 meeting were sent out prior to the meeting by email. George received no suggestions for revisions. They stand approved as distributed.
- II. **TREASURER'S REPORT:** As of today's date, we have \$884.95 in the Chamber Foundation checking account. This total came from adding an additional \$1,186.00 which came from ESIAT organization who recently disbanded and \$100.00 donation from a Board Member.

- III. **INTERN UPDATE:** Samantha Foley, Intern for the Sister Cities Association gave an update on the Sister Cities Newsletter. A draft format was handed out to those in attendance. Any suggestions/additions for the newsletter were requested. Additions included a contributions page/form on the back where individuals may send credit card information to Sister Cities to donate, add International Education pieces to the newsletter, and on front put Volume 1 or #1 to keep track of newsletters done.

Distribution of the newsletter was brought up. Suggestions to contact Joey DiCarlo of Dicarlo Digital Copy Center or Delmarva Printing regarding the printing of 50-100 newsletters for distribution. Also, need to compile a distribution list and possible cover letter to do a mailing of the newsletters. Mail Movers is to be contacted also regarding bulk mailing rates of newsletters.

- IV. **REPORT ON ESTONIA TRIP:** Bryan Burrows-McElwain and Devin Feist, a UMES Aviation Student visited Tartu, Estonia in September for a week long stay. A wrap of the visit was given during this meeting. The Estonian Aviation Academy was visited to support agreements with the Department of Engineering and Aviation Sciences. Mr. Burrows-McElwain gave a lecture on safety in Aviation Culture and leadership to the students of the Aviation academy.

Research was also done on which courses are available in English for US students. Another possible collaboration may be hotel restaurant management with Tartu University. There is a master's program available in Estonia but there are no students who are available for this program from UMES. Cyber Security is one of those programs where students could go on for the masters program.

The Estonian Academy does not want to exchange courses outside of Salisbury University and UMES. Bryan Steigler from Salisbury University will be working on getting tuition waived between Estonia and both SU and UMES. At the end of the

visit, Mr. Feist and Mr. Burrows-McElwain met with the Mayor of Tartu, Mayor Raimond Tamm to present a gift from Salisbury of the “Timeless Treasures Ward Museum Decoys” Book signed by Salisbury Mayor, James Ireton and Sister Cities President, George Whitehead.

- V. WICOMICO COUNTY BOARD OF EDUCATION: Working with July Lynn Mitchell at Board of Education who handles English as Second Language students. Since there are already International students in the school system, Sister Cities is looking at helping to promote and/or help co-sponsor an International conference in the spring. Possibly in May of 2012.
- VI. THIRD FRIDAY: Discussion of 3<sup>rd</sup> Friday was brought up to see how Sister Cities could possibly become involved.
- VII. NEW SISTER CITY: We also discussed again having a Sister City in Central/South America. Need to get updates on cities that may be appropriate.
- VIII. WEBSITE: Possible issue with Sister Cities website. Need to contact Tom Welsh regarding the site.
- IX. NEXT MEETING: Wednesday, January 4, 2012 at 4:00 pm. at the Salisbury Area Chamber of Commerce.

Having no further business, President George Whitehead adjourned the meeting at 5:00 PM.

ATTEST: \_\_\_\_\_  
Cynthia M. Feist