

Sister Cities Association of Salisbury/Wicomico County

**Minutes of the January 3, 2017 Meeting**

**Began:** 4:00 PM in Government Office Building Conference Room 301. **Ended:** 5:12 PM.

**Attending:** Marion Keenan, George Whitehead, Ernest Boger, Carole Champagne

**Minutes:** November Minutes submitted by Carole were approved.

**Treasurer's report:** no report

**SU Intern:** We will prepare a list of duties and timeline for the next intern. Duties last semester were not finalized. The Fact Sheet and Newsletter was not submitted to those present. George and Marion will request portfolio from the Communications Internship Advisor. The Facebook Page and LinkedIn page were not updated.

**Dalian, China:** Last November Theo requested official letter templates to convert friendship status to sister status with Dalian. Mayor Jake Day must contact his counterpart in Dalian. Tom identified the mayor's name with English translations through unofficial websites in November. George will submit copies of past official letters of invitation to Theo.

**Tartu, Estonia:** The Maryland Estonia Exchange Council met on November 29 in Columbia. No meeting minutes were distributed. The Maryland Sister States Legislative Reception will take place on Wednesday, February 1 at the Miller Senate Office Building in Annapolis. Carole will confirm the event with the Office of the Secretary of State.

**Potential Sister City in Ecuador:** Carole sent letter of interest to the Cities Seeking Sisters website link for Sister Cities International. Salinas, Ecuador was top of the list, with several cities in Brazil as options. Salinas is similar to Salisbury as a coastal city with a population of 71,000.

**Next meeting:** Tuesday, February 7, 2017

**Secretary:** Carole Champagne