

Sister Cities of Durham (SCD), NC, Inc. Bi-Monthly Meeting, Board of Directors

7pm, Thursday, March 7, 2024 at Duke Memorial United Methodist Church, Durham, NC

Present:

In Person: Tom Harris, Mark Goodwillie, Patricia Sheppard, Susanna Ochala, Min Shu,
Eve Marion, Brady Surles (for Celaya City Committee)

On-line: Nancy Cox, Gwenn Bookman, Luisa Li, Yuki Temma, Mitch Scurtu, Bob Ashley

Guest: James Long

Absent: Randy Griffin (excused), Chris Boyer (excused), Melissa Perez (excused).

Call To Order: The meeting was called to order at 7:04 pm by Tom Harris, SCD President

Review of Agenda and Opening Remarks - Tom:

The presence of a quorum was declared.

Bob Ashley- volunteered to remain on the Board until his position is filled.

Tom has appointed Gwenn Bookman as Chair and Mark Goodwillie and Eve Marion as members of the 2024 Nominating Committee, whose first assignment is to find a replacement for Bob.

SCD's primary goal is to create activities, especially exchanges with our sister cities., but also local events. The SCD Board will be focusing on how to organize ourselves better to help with the creation of activities.

Approval of Minutes -

Tom explained the layout of the November 2, 2024 Minutes, sharing that he has updated the SCD guidelines for taking minutes to comport with Robert's Rules of Order.

And, with the following advised corrections needed:

- Correct the spelling of Mitch's last name
- Chris Boyer's name should be added to the Recognition of new Board members
- The Khunshan Report needs to include James' last name: James Long
- Add the City Committees not listed

Susanna Ochala moved to approve the minutes - Mark seconded and the motion was approved.

Treasurer's Report -

Min advised there should be a few modifications:

- Durham City Funding should be moved down to Grant's line
- Program Support is to be corrected to 502.71 for Jul-Dec 23
- In the same column at the bottom of the page, the Total City Committees Support should be 3,000.

Mark moved to accept the Treasurer's Report with these modifications, Patricia seconded-and the motion was approved.

Board Membership Status- previously explained above under:

Review of Agenda and Opening Remarks -.

SCD Contract with City of Durham - Historically, the Board hasn't been involved in how to spend the fund granted from the City of Durham. Now we are in the situation that we have until mid April to submit a list of all expenditures that the City of Durham will reimburse SCD for.

After a detailed discussion, the following expenditures were proposed on:

- Print 8, 8x10 photos for each city committee & friendship city \$400
- Revise, update SCD Brochure \$1000
- Pullup Banner updated-\$300
- Pins (250) \$600
- High School Food Tasting Project (4 cities) \$1000
- Advertise via a table at the Durham Central Park's 4 Food Trucks events \$1200

Total of all above recommendations = **\$4500.**

If money is leftover; it would be divided and given to each city committee.

Mark made a motion to accept. Susanna seconded and the motion was approved. It was discussed that to ensure that we don't get caught like this again next year; we need a new clear contract from the City for guidelines, and better and more timely planning. It was pointed out that since the beginning of the Festival of Nations in 2018, annual budgets listed expenditures for the Festival from \$2,500 to \$6,000. The current budget did not include the Festival and, thus, it was more difficult to find items that could be submitted for reimbursement, as had been done annually since 2018.

City Committees' Reports:

Arusha - Lots of new members are expected. No further report at this time.

Celaya / Tilaran - Planning will be underway for the Intl Food Truck Event: Sept 1 - Labor Day weekend.

Durham UK - Planning for June 14th Beer Festival.

Kavala - Has a new Deputy Mayor, which is making some changes. One is that it has been decided to put the Kavala High School Visit to Durham this Summer on hold.

Sibiu - No report.

Kunshan - No report.

Toyama - Students from Japan are here until Wed.: 5 males + 10 females.

Zhuzhou - Chinese New Year party celebration was held in Durham and Karaoke was enjoyed. They sent beautiful scrolls of poems for the Club Boulevard Elementary School. The Library would like to continue working with SCD.

Board Committee Reports

Marketing - No report - Except they just finished updating and working on integrating...need more photos from the City Committee

Membership - Reported on the followup on membership dues and upcoming Meet & Greet at Afrikikos' Bistro' Bistro, located at 1619 Fayetteville St. It is planned for a small intimate gathering of new member prospects, due to fire code limitations and the idea of testing different venues.

Fundraising - SCD has had a successful Annual Fund Drive and a report is forthcoming.

James Long - Presented on the Soon Cjing Ling Center, Beijing China Exchange Program, planned for Durham later this year and proposed that SCD actively participate in it. There will be 16 Chinese students, 2 adult chaperones, and two students per host family.

This is a 5 Day Program that could lead to other collaborations.

The School has Kindergarten to Middle School students and the exchange is for 15 & 16 year olds. JZL International, LLC will help to coordinate the exchange.

Sister Cities of Durham was asked to help arrange a host school, recruit host families and coordinate other activities for the students.

No financial commitment from SCD is needed. Zhuzhou and Kunshan Committees will take the leadership role for SCD for this exchange.

\$5000 is expected as a Donation to SCD for supporting this exchange.

It was further explained that though it is not required, it would be appreciated if SCD hosted an event of a Meet/Greet and/or Farewell Dinner. This exchange would be a testing ground for other students at different times of the year to come to Durham, and for Durham students to visit China.

Susanna moved that SCD will support this endeavor, Min seconded and the motion was approved.

Side Note: It was mentioned that the Soon School has a past history with the City of Durham that dates far back in time.

New Business:

1. More Frequent Meetings - Do we need to have additional meetings?

The necessity to hold some occasional additional meetings was explained. It would allow for specific topics to be addressed that may take up too much time during regular Board Meeting agendas. An example was given of the potential of Membership Dates/aligning with the Fiscal Year. More information will be forthcoming.

There were no comments or questions.

2. Recommendation for a new Board Member - Susanna recommended, Zenani Fogg-who went to UNC -Charlotte and is now back in the Durham area. The Membership Committee will invite Zenani to attend next week's Membership Event at Afrikikos' Bistro.

Meeting Adjourned at 8:37 PM

Respectfully Submitted by, Patricia Sheppard for Nancy Cox, Secretary