

## **CALL TO ORDER**

Session 24-01 a Regular Meeting of the Sister City 40<sup>th</sup> Anniversary Task Force was called to order by Acting Chair Alexander Underwood at 3:38 p.m. on May 2, 2024 at the City Hall Cowles Council Chambers located at 491 E. Pioneer Avenue, Homer, Alaska and via Zoom Webinar.

PRESENT: TASK FORCE MEMBERS, ALEXANDER UNDERWOOD, CHARLES ANDERSON, AND GARY LYON

ABSENT: None

STAFF: SISTER CITY COORDINATOR LORI POND

CONSULTING: ACTING CITY CLERK, RENEE KRAUSE

## **AGENDA APPROVAL**

Acting Chair Underwood read the Supplemental Items into the record: REPORTS Liaison report Projects in Progress, Projects Upcoming, and Budget Statement; NEW BUSINESS Planning Expenditures through December 2025, Possible Exchange of Delegations in 2025, Itineraries from Past Exchange Visits, Sample Exchange Itinerary, and Establishing a Non-Profit Sister City Organization Suggested Bylaws and State of Alaska Articles of Incorporation Non-Profit Form.

LYON/ANDERSON MOVED TO APPROVE THE AGENDA AS AMENDED.

There was no discussion.

VOTE: NO OBJECTION: UNANIMOUS CONSENT

Motion carried.

**PUBLIC COMMENTS UPON MATTERS ALREADY ON THE AGENDA** (3 minute time limit)

## **APPROVAL OF MINUTES**

## **VISITORS/PRESENTATIONS**

## **REPORTS**

Liaison, Lori Pond, reported on the past items and upcoming items.

- A. Events occurring the weekend of May 3 - 4, 2024
  - a. Exhibit at the Pratt Museum: "40 years of Gifts from Teshio"
  - b. Taiko Drum Workshops and Performances by Tomodachi Daiko, Inc.
- B. Upcoming Projects
  - a. Banners to display on Pioneer Ave. – design by Rachel Tussey, quote from printer, schedule with Public Works to install and display.
  - b. Friendship Post restoration – To get estimate from Northern Impressions.
- C. Budget Statement
  - a. Verbal update of balances given for each account.

- b. Billing statement will be provided at the next meeting.

**PENDING BUSINESS**

**NEW BUSINESS**

- A. Election of Chair and Vice Chair

There are still two open positions on the Task Force and applications will still be accepted.

Discussion: There are potential applicants, none confirmed. Members feel it would be best to wait to allow others to apply and have a full task force before voting.

UNDERWOOD/ANDERSON MOVED TO POSTPONE

VOTE: NO OBJECTION: UNANIMOUS CONSENT

Motion carried.

- B. Establishing the Task Force Meeting Schedule

Discussion: Liaison recommended the same recurring day as the previous working group, which was the 4<sup>th</sup> Wednesday of each month. A new time was proposed to meet at 3:00 pm, to keep the meeting time within working hours.

UNDERWOOD/ANDERSON MOVED TO ADOPT THIS RECOMMENDATION

VOTE: NO OBJECTION: UNANIMOUS CONSENT

Motion carried.

- C. Planning Expenditures through December 2025 re: Possible Exchange of Delegations in 2025

Discussion: Supplemental Packet materials were reviewed. The Liaison made comment that the public can review the materials on the Sister City 40<sup>th</sup> Anniversary Meeting page and if they are interested, or know of anyone who is interested in being involved in a delegation. They can reach out to the Task Force during Public Comment section of meetings or reach out to the Liaison directly via email. A delegation will depend on public participation and interest brought forth to the Task Force.

NO VOTE AT THIS TIME

- D. Establishing a Non-Profit Sister City Organization

Discussion: The City is looking for members of the public who would be interested in taking on the formation of a Sister City non-profit organization to provide a dedicated group to be able to raise funds and maintain Sister City relationships going forward. This would be a similar setup to Ketchikan and Eagle River for their Sister City programs.

NO VOTE AT THIS TIME

**INFORMATIONAL MATERIALS**

- a. Appointments to the Task Force
- b. Notes from Other Sister Cities
- c. Pratt Museum Display Brochure

- d. Taiko Drum Flyer
- e. Resolution 24-029, A Resolution of the City Council of Homer, Alaska, Creating a Sister City 40<sup>th</sup> Anniversary Task Force and Establishing the Scope of Work and Parameters Under Which the Task Force will Operate.
- f. Memorandum CC 24-061 from Assistant to the City Manager as backup.

**COMMENTS OF THE AUDIENCE** (3 minute time limit)

There were two who commented.

**COMMENTS OF THE CITY STAFF**

Ms. Pond thanked everyone for taking the time to attend the first Task Force meeting and for their continued support.

**COMMENTS OF THE MAYOR/COUNCIL MEMBER** (If Present)

**COMMENTS OF THE TASK FORCE**

No comments.

**ADJOURNMENT**

There being no further business to come before the Committee, Acting Chair Underwood adjourned the meeting at 4:32 p.m. The next regular meeting is Wednesday, May 22, 2024 at 3:00 p.m. All meetings are scheduled to be held in the City Hall Cowles Council Chambers and via Zoom Webinar.

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LORI POND, SISTER CITY COORDINATOR/STAFF LIAISON

Approved: \_\_\_\_\_