

MINUTES
Advisory Commission on International Relationships

Meeting date: September 27, 2011

Members present: Deb, Janet, Cindy, Carol, Natalia, Sean, Anders, Robin

Meeting called to order 7:05 PM

Minutes - Robin moved to approve the minutes of the August 23, 2011 meeting as presented. Sean seconded, the motion carried.

Financial report- Natalia reported that Kelly emailed to say that she didn't have time to look up the financial statement, but we estimate that after pizza party and administrative costs, we have about \$9,250.00

Speaker planning - The next event is October 25, 2011 with Capt. Auten speaking at MSU COT - Heritage Hall. We discussed again the agenda for the evening, with a reception starting at 6 PM and the presentation starting at 7 PM.

Sean has arranged for public service announcements to begin running next week. Cyndi's letter was used as the basis for the public service announcements. He wants the go-ahead for the plaque, which will cost \$100 for black wooden gloss laminate with raised etched glass. It was agreed that because the speaker is not charging us a fee and most people enjoy having a memento and the recognition, we would go ahead with the plaque. It is also inexpensive PR. We discussed and agreed on the wording.

Costs per Robin are roughly \$200 including table skirt. There was discussion about purchasing a tablecloth for ACIR to be used for future presentations along with the banner that we already have.

Final preparations were discussed and include:

- Everyone is requested to wear name tags the night of the presentation and be early to greet and usher people into the room and to mingle.
- Sean will order the plaque and will pick it up and turn in a reimbursement to Kelly. He will get with KRTV and KFBB about their calendars and get a public service announcement on the radio. He will also put the event in the Hot Ticket by the 4th and prepare a press release using Cyndi's letter to be sent to Janet. It was also suggested that Sean to go to 92.9 and other radio stations early Monday morning prior to the event for live announcements and a short interview.
- Janet will write a letter of invitation to community leaders and legislators using the information Sean will send. She will email it to everyone on the commission.
- Anders will update the ACIR website with the event and look into getting it included on the list of upcoming events on the City's website.
- Robin is providing the cups plates and napkins plus cookies, punch, and coffee, and will request a table for food. She will arrive by 4:30 with Sean to start the coffee and be sure everything is ready.
- Carol and Cyndi will arrive by 5 PM to help.
- Christina is putting together and showing an ACIR slideshow during reception.

Pizza party- Deb reported that the party was very successful. She felt it was great timing to hold the party at the beginning of the year. Students met one another and exchanged phone numbers. Food went better (not much leftover). Kay purchased the food, and a guesstimate of costs for 12 pizzas was about \$100 including cookies and drinks. Kay needs to copy the original receipts and send to Kelly for reimbursement.

Hosting - Natalia sent two copies to the Open World. This is sufficient at this point, and the grant is an additional step. We sent two applications for one of five hostings and are hoping for an agricultural one. According to Natalia, we do not apply now for any grants. We can call them after one month and find out what is available.

Website- Anders reported that photos can be sent to Kelly Audet or Rachel Arms when we want something posted.

Lethbridge. Harold wrote asking again for a meeting halfway between Great Falls and Lethbridge, maybe in Shelby. He wants to advance our relationship with the Lethbridge Twinning Society. He may want someone from the city, as Mike and Greg went last year. He seems to think we can facilitate that meeting and through it plan an event that demonstrates a friendly hands-across-the border type relationship. Ideas were discussed including: issuing a proclamation; ongoing advertising through convention and visitors bureau; coupons with ACIR on them that Canadians can use; honoring them in our parades; having a dinner or offer pizza and BBQ on Black Friday.

Robin can write back to Harold. She is willing to go for dinner in Shelby in October and follow up on black Friday to get the ball rolling. Mike Winters may be willing to meet with Harold. Cyndi is willing to help since she is running for city commission. Robin will get a clear idea of Harold's thoughts and ask what he wants. He may just want to have dinner now and then. Hands across the border may be a good thing, but we want something worthwhile for the city, not just a social event.

Strategic planning. Christina sent an email to all of us with attachments and didn't get a response from anyone. She would prefer to not spend the time if it is not worthwhile to the group.

Next event. Mark Johnson is available after the first of the year and will have been in Iran twice. We would prefer not to have a weekend event, because weekend fundraisers start then. We will look into Mark coming.

Public comment. There was no public comment.

Adjournment. 8:30