

M I N U T E S

Advisory Commission on International Relationships

Meeting date: Aug 23, 2011

Members present: Janet, Christina, Sean, Kay, Robin, Cindy, Deb, Natalia

Meeting called to order at 7:04 pm

Minutes: Robin moved to approve the minutes of the May, June, and July meetings as presented. Christina seconded the motion. Motion carried.

Financial Report - No changes were presented from last meeting

Speaker Planning - Discussion about location for October speaker: MSU COT is \$90, excellent technology is already available including computers and projectors. There is a raised platform, side and front screens. Parking readily available, seating for 250 plus break-out room is available for hors d'oeuvres. AV is already set up; room is available 5 PM to 9 PM. \$200 total. The theater at UGF is free, but we don't know about technology or tables. It can be available by 4:30 PM. The majority of discussion and emails has been in support of COT as the location. Janet moved to accept MSU-COT as the location. Cindy seconded. Motion carried

Evening's plans include: 7 PM - Opening welcome by Carol followed by the honor guard. Honor Guard will take 5-7 minutes. Carol will introduce and talk about ACIR and then introduce Dave Weismann (or Joe Briggs). After Dave's 15 minute talk, Sean will introduce Captain Auten who will give a 45 -60 minute presentation with 30 minutes of questions at the end (last question at 8:30 PM). The plaque presentation will be given before his talk. Carol will follow up with an invitation to our next Speaker's presentation.

For the speaker's gift, a plaque was discussed: acrylic (\$75 to \$150) vs. wood-veneer, glass, or etched black plate. Acrylic seems to be the favored medium but is laser etched and will have to be done outside of Great Falls. It should be ordered by Oct 1.

For food, we will either get cookies from Daily Grind or from Sam's or Albertson's. Robin will look into costs of the group preparing refreshments for 300 people; Janet will look into the cost of hiring Daily Grind. The plan is for water, coffee, punch, cookies. Robin will check on cups, napkins (no plates). We will not set up tables for eating. A budget of \$550 to \$700 (including publicity which is all free and brochures which are already done) was discussed. Posters can be made at Allegra - Christina will contact Allegra. Kay moved to allocate \$550 up to \$700 to spend on budget items for the event. Robin seconded. Motion carried

Theme for the event is: Red Horse - A Global Phenomenon. A draft invitation to legislators was presented by Cyndi. Sean has a press release in the works on base, so we will use the bulk of the press release for the invitation. Sean will bring it next month.

M I N U T E S

The meeting agenda will be on PowerPoint slide. We will also show a slideshow of ACIR's recent activities. Janet will send pizza party photos and Robin will provide photos of the last Russian delegation hosting. Christina will make the slideshow.

The publicity has been scheduled and taken care of; the Honor Guard has been scheduled.

Pizza party. Budget last time was \$500 but we only needed about \$300. Janet moved to set aside \$300 for the September pizza party. Cyndi seconded. Motion passed. We discussed getting in touch with exchange coordinators for the schools to let them know. Icebreakers were discussed. Last time the bubbles went well. It was agreed the students need to talk more about themselves and their country, perhaps pointing out their home on a map. Other ideas included breaking into small groups and coming up with one thing the group has in common or sharing a unique thing about each member of the group. Christina will send some information from her group activities. We would like to follow up the pizza party with another activity like snowshoeing.

Open World Hosting. We need to finish our application for 2012 hosting. We are agreed that if there is funding still available, we are interested. Robin moved that Natalia complete and send in the application to Open World for the 2012 hosting. Cyndi seconded. Motion passed. We will be able to choose our theme at a later date but selected a few to explore. If we are accepted by Open World, we will request detailed notes from Sandra and follow past procedures.

Public Comment. There was no public comment.

Meeting adjourned at 8:20