



San Diego
International
Sister Cities
Association

Board of Directors Regular Meeting

Monday, May 13, 2019

**AMN Healthcare: Large Conference Room
12400 High Bluff Drive
San Diego, CA 92130**

OPENING

Call to order. Board Chair McQuary called the meeting to order at 6: 00 pm; declared a quorum existed; and, appointed Tim Stiven recording secretary pro tem.

Attending Officers (An asterisk * indicates the officer votes as an elected director)

Chair Mike McQuary *

Vice Chair Ryoko Daunoras *

Treasurer Fred Parks (Votes as SD-Edinburgh's Designated Representative)

Secretary (position vacant)

Active Society Presidents/Representatives present and voting:

SD-Cavite: Designated Representative Ed Danico

SD-Edinburgh: Designated Representative Fred Parks

SD-Jalalabad: Chair Steven Brown

SD-Leon: President Connie Goertz

SD-Panama City: Designated Representative Timothy Stiven

SD-Perth: President Jan Gontang

SD-Taichung: President John Wang

SD-Tijuana: President Shahrzad Kamyab

SD-Vladivostok: Designated Representative Doug Rider

SD-Yokohama: President Steven Sigafus

Active Societies unrepresented (SD-Campinas is inactive)

SD-Alcala:

SD-Jeonju

SD-Tema

SD-Warsaw & Mazovia Province

SD-Yantai

Elected Directors present and voting:

2017-2019 Term: Ryoko Daunoras, Mike McQuary, (one position vacant)

2018-2020 Term: Dennis-Michael Broussard, (one position vacant)

Elected Directors absent:

2018-2020 Term: Mike Roberts (resignation to be accepted at this meeting)

Affiliated, non-voting persons present: Yolanda Burgess (Treasurer, SD-Panama City); Don Giaquinto, (SanDISCA member); Jeff Kelly (SD-Yokohama); Kathleen Roche-Tansey (SCI State Representative); Don Goertz (Designated Representative, SD-Leon); Cynthia Willis (Designated Representative, SD-Jalalabad).

Guests: Kathleen Dang (Dennis-Michael's guest)

The board accepted the agenda after adding "Action regarding its preference for paying the new premium schedule" under Unfinished Business)

MINUTES OF PREVIOUS MEETINGS (March 11, 2019 & December 10, 2018)

The board considered and accepted two sets of minutes for filing with no corrections.

REPORTS

Chair's Report. Dr. McQuary reported that since March 11, he represented SanDISCA at 6 meetings and 7 events and offered his written report for the board's consideration.

Treasurer's Report. Fred Parks reported the period March 1-April 30, 2019.

The US BANK SAVINGS ACCOUNT beginning balance was \$ 2,448.94. The ending balance on April 23, was \$ 2,448.96 (which includes \$ 350 held for Ignacy Jan Pederewski Society).

The US BANK CHECKING ACCOUNT beginning balance on March 1, 2019 was \$ 1,248. Deposits: "\$ 300 Doug Rider donation." Debits: "#1194 \$ 18 Doug Rider reimbursement." The checking account ending balance on April 30, was \$ 1,530.60, of which "\$ 500 restricted to Youth Development, SCI Youth Leadership Summit."

PAYPAL ACCOUNT: on 5/4/2019 was \$ 206.64.

Apportionments received for 2018-2019, at \$ 150 ea. : Alcala, Edinburgh, Jalalabad, Jeonju, Leon, Panama City, Perth, Taichung, Tema, Vladivostok, Warsaw, and Yokohama. SD-Tijuana paid today, May 13.

The following 3 committees are unpaid: Campinas, Cavite, and Yantai. The expectation: full payment by June 30, 2019.

The board accepted the treasurer's report for filing.

Sister Cities International and SCI California Report. Kathleen Roche-Tansey described the May 4, SCI SoCAL meeting in Santa Monica and thanked DrMike, Connie and Don for attending.

Kathleen encouraged attendance at the 2019 SCI annual conference, Houston TX (16-20 July), suggesting the conference program is the most dynamic program, ever.

On 16th, 2 summits: Africa and China Mayors. Subsequently, two mini-summits: Mexico and Germany. Doug, Mike, Kathleen, and Ryoko will serve as SanDISCA's voting delegation.

The next SoCAL meeting is scheduled for Carlsbad, date TBD August or September.

2019 Youth Leadership Summit (YLS) Scholarship Report. Doug/ Ryoko reported the \$ 650 award winner: Thaily Valdati, sponsored by SD-Yokohama. Kathleen pointed out the \$ 350 SCI/SoCAL scholarship had not been awarded on May 4. SD-Yokohama leadership may work with the Valdati family to complete the application and route via SD-Yokohama.

US-Mexico Sister Cities Conference Report. Ryoko/ & Shahrzad reported the conference will not be scheduled for San Diego in October, 2019; SCI, SCI SoCAL, and the US-Mexico Sister Cities Association might partner to offer a conference in 2020.

Balboa Cup Youth Soccer Tournament Committee Report. Tim reported...(OFFER CONTEXT: CITY FOUNDINGS CELEBRATED: TIJUANA 130 EVENT ON THURSDAY, JULY 11 & SAN DIEGO 250 EVENT, TUESDAY, JULY 16. THEN... ALL CITIES CUP EVENTS: BALBOA STADIUM 7/12 & TIJUANA STADIUM 7/13. POSSIBLY 3-4 DAYS. ETC., AS YOU WISH)

Sister City Committee Monthly Reports

Alcala: absent.

Campinas: inactive.

Cavite: Following Ed Danico's invitation to CASCI's "Flag Raising/Philippine Independence" event, June 12, Balboa Park House of Philippines, the BOD resolved support.

Edinburgh: Fred Parks invited engagement at "Highland Games Tea Tent" Vista, Brengle Terrace Park, June 22/23. The BOD resolved support;

Jalalabad: Steve Brown offered "Breast Cancer Awareness" was a main thrust of their ongoing programs for supporting high school and university women. Mayor Falconer sent a letter in support of International Women's Day to his Jalalabad counterpart.

Jeonju: absent.

Leon: Connie Goertz invited engagement with the US Mexico Sister Cities Association produced Baja trip," 14-20 October. She and Don continue partnering with SoCAL-affiliated, Mexican city partners, particularly Jalisco organization.

Panama City: Following Yolanda Burgess' invitation to attend and support the PC committee and their House of Panama partners at a Pardres game, July 14, the BOD resolved support.

Perth: Jan Gontang announced the committee would meet at her home, Sunday, May 19. Jan thanked Don Giaquinto and Dennis Michael for supporting the recent "Australia Day" 2019; and, suggested recent contacts with members of the naval and soccer communities, related to ANZAC commemoration on the Midway, have driven planning for Australia Day, 2020, sited for Liberty Station. Planning for the First Nation Exchange, Perth with Sycuan, is proceeding well.

Taichung: Following John Wang's announcement of a dinner honoring Taichung's mayor, tentatively scheduled July 15, the BOD resolved to support the event.

Tema: absent.

Tijuana: Shahrzad Kamyab offered support for events produced by others; particularly the soccer tournament.

Vladivostok: Doug Rider thanked Dr Mike for his engagement with the Russian equivalent of SanDISCA, May 6, during a Skype call commemorating "Russian Victory Day/ US Armed Forces Day." The committee hopes to host an Open World delegation during the first and second weeks of December, 2019.

Warsaw: absent.

Yantai: absent.

Yokohama: Steven Sigafus described the multiple events related to Mission Bay High School's recent interactions with Yokohama, e.g. the 4 concert "Jazz in the Garden"

series" (February-April '20), largely managed by the students; and the student tour itself. Steven announced the "1st Annual World Heritage Day " event, Crown Point Junior Music Academy, Wed, May 22, 2019, and invited engagement by each of the committees. The BOD resolved to support the event.

UNFINISHED BUSINESS.

Action: To direct payment of the insurance premiums.

Doug Rider, the insurance committee chair, explained SanDICA is bound with NIAC for three policies General Liability, D & O, and volunteer accident, one year, May 1, 2019 April 30, 2020. Balance due: \$ 2,307.00. A minimum payment of \$ 460.13 is due May 17.

The body discussed two payment options: "pay in full" or "monthly payments." Fred suggested SanDISCA could take either option, but that full payment this year would be a "one time option." Under either option, fund raising is vital.

Motion: By Doug "That SanDISA pay in full,"; second by Connie. Ryoko proposed an amendment: "Pay one half, 5 payment's worth." Doug withdrew his original motion.

Motion: By Jan moved "That SanDISCA pay monthly installments/payments, starting with the minimum due." Second by Doug.

Fred suggested September would allow time to assess how apportionments improve SanDSCA's finances and a good point at which SanDISCA might consider paying its balance.

Motion carried unanimously; no abstentions.

Unfinished Business.

Action Items:

A. "2019 Youth Leadership Summit Scholarship," The Chair reminded the board they had treated payment of the \$ 650 scholarship by acting during its committee reports.

B. Bylaws Revisions (Rescind three actions taken on March 11):

Action: Rescind the Bylaws amendment that replaced the word "President" with the word "Chair" and the words "Vice President" with the words "Vice Chair."

Doug moved to "Rescind the action to replace the word "President" with the word "Chair" and the words "Vice President" with the words "Vice Chair," such words appearing multiple places with the Bylaws."; Fred seconded; motion carried unanimously.

Action: Rescind the Bylaws amendment placing “Executive Director” in Article Vi (Committees), Section 6.3, and place “Executive Director” in Article V (Officers), Section 5.10.

Doug moved to “Rescind the action to amend the Bylaws by adding Sec 6.3, to ART VI, to create an Executive Director position and to properly place the Executive Director’s position in Article V, Sec 5.10.” Second by_(person inTIM’s notes)__; motion carried unanimously.

Action: Clarify the “Executive Director” position by reviewing and amending the description approved March 11.

Doug moved to “Table action regarding the Executive Director’s job description until the September, annual meeting. Second by Fred. Motion carried unanimously.

The Chair suggested the July BOD meeting as a proper time to formulate the position.

NEW BUSINESS (2 Action items)

1) Approve \$ 70, for a one-half page SanDISCA advertisement in the Cavite Association of Southern California (CASCI) souvenir program for the Philippine Independence Day Flag Raising Ceremony, Balboa Park, June 12, 2019.

The board earlier resolved to attend the ceremony. Doug acted independently to meet CASCI-imposed requirement: “Submit advert application NLT May 10” and Doug donates \$70 to CASCI and asks no SanDISCA reimbursement. **No further action needed.**

2) Approve booth fee at \$ 20 (own canopy) or \$ 30 (without own canopy) for Cross-Cultural Non-Profit Fair, Balboa Park, May 25, 2019.

Doug moved payment of the fee required for participation. Shahrzad seconded. Motion carried unanimously.

The Chair clarified Ryoko was the event POC.

3) Fred Parks’s resignation as treasurer and nomination of new treasurer.

If Fred resigns today, he can’t write checks. Fred’s resignation is effective July 8.

The Chair requested nominations for a new treasurer, who would serve after July 8. There were none.

4) Don Giaquinto has resigned as secretary. Tim Stiven is willing to serve. Tim was approved to service as Secretary until September elections.

NEW BUSINESS (6 Discussion items)

Resignation of Don Giaquinto as Executive Director and new candidates.

Guests Jeff Kelly and Kathleen Dang introduced themselves as interested candidates.

The Chair suggested the July 8 meeting to present a job description for the position, meet candidates, and in September, possibly select a pro bono executive director.

Kathleen requested the board recognize Don Giaquinto’s service.

Don stressed the importance of clarifying SanDISCA's structure for elected officials.

2) Resignation of Mike Roberts as Elected Director (2017-2019).

The Chair clarified the position is open until September annual meeting, when 3 directors are considered for the term 2019-2021; and, Don Giaquinto has put his name forward. Ryoko published notification to directors and officers they might consider a director to replace the unfulfilled portion of Mike Roberts' term at this meeting. Bylaws don't preclude action today.

The board unanimously approved Don Giaquinto to serve the balance of the elected director term vacated by Mike Roberts, ending September annual meeting; at which point Don can stand for 2 more, successive, 2-year terms.

3) San Diego 250 "Where California Began" and event produced by the SD Tourism Authority and the SD Historical Center, Tuesday, July 16, 2019.

Don clarified the mayor-mayor protocol letter. The Chair suggested a second letter would go out from SanDISCA to any mayors who accept the invitation. The Chair clarified Don remains the POC and stressed the importance of knowing which mayors, if any, would attend. Don will receive RSVP's and inform the mayor's office. The Chair clarified each sister city coordinates with its counterparts and informs Don, who will inform the Mayor's office. Don must hear from each sister city president. Ryoko encourages each society prompt their counterparts to generate a congratulatory letter. Tim requested the Balboa Cup be considered a part of the celebrations. **No action, otherwise taken.**

4) 1st Annual World Heritage Day, Crown Point Jr. Music Academy (CPJMA), Wednesday, May 22, 2019. Listed in the agenda; but, previously considered and resolved. **No further action required.**

5) FY 2019 (07/01/2019-06/30/2020) Budget/Programs.

The Chair emphasized the importance of having a budget prior to start of the fiscal year. **Doug moved: "That board officers form a budget committee to design a budget that can be considered at the July 8 meeting." Second by ____.** Motion carried unanimously.

6) Internal Audit of SanDISCA Finances (no audit in the last 8 years)

The Chair requested discussion. Bank statements. Fred departs in July. **Doug moved "That board officers perform an internal audit prior to July 8." Second by ____.** Motion carried unanimously.

CLOSING:

Chairman McQuary thanked participants for their engagement and announced the next Regular Meeting of the Board: July 8, 2019, at AMN.

Meeting adjourned at 8:40 pm.

Tim Stiven, Secretary

Dr. Mike McQuary, Chair

