

**DUNCANVILLE SISTER CITY COMMISSION
REGULAR MEETING
BRIEFING ROOM, CITY HALL
203 E. WHEATLAND ROAD
January 10, 2019 @ 7:00 P.M.**

A meeting of the Duncanville Sister City Commission was held on Thursday, January 10, 2019, at 7:00 p.m. with a quorum present to wit:

Sandra Ciarochi	Commissioner	Present
Kay Kamm	Commissioner	Present
Fred Ciarochi	Commissioner	Present
David Green	Commissioner	Present
Mayor Gordon	Commissioner	Present
Sheila Balagna	Commissioner	Present
Rosalba Lavat	Commissioner	Present

Lizbeth Diaz	Guest
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The meeting convened in the Council Briefing Room and was called to order at 7:00PM by Chair Sandra Ciarochi.

Item No. 1 –Approval of Minutes:

Chair Sandra Ciarochi requested that the minutes be amended in Item 4 to note the Commission requested information be added to the monthly City newsletter about the Sister City relationship and the planned delegation trip from Monasterolo in 2019. A motion was made by Commissioner Sheila Balagna; seconded by Commissioner David Green to approve minutes from the November 1, 2018 Regular Meeting, as amended; passed unanimously in favor.

Item No. 2 Election of Officers – Chair and Vice Chair:

Commissioner Sheila Balagna nominated Sandi Ciarochi as President and Kay Kamm as Vice President. Mayor Gordon seconded her nominations. The motion passed unanimously in favor.

Item No. 3 – Discussion on Boards and Commissions Attendance Policy:

City Manager Kevin Hugman discussed Board attendance policy and noted that City Council expressed concerns with attendance for the various boards. He noted that Sister City Commission has not had to cancel meetings due to lack of quorum, but others have, and Council wanted to reiterate their expectations. The Board asked how many unexcused absences a commissioner can receive before they are removed. Mr. Hugman stated that the resolution establishing the Commission says no more than three meetings in a calendar year.

Item No. 4 Discussion on Planning for 2019 Monasterolo delegation visit to Duncanville:

The Board discussed meeting with Dr. Marc Smith to get Duncanville ISD's help in planning and coordinating Monasterolo Di Savigliano's trip to Duncanville. Potentially they would like to see participation from Duncanville's choir and band in performing Italian musical selections and the

Italian National Anthem. The board also discussed the possibility of an exchange program between Duncanville and Italian students. They would like middle and high school Italian students to come and attend Duncanville schools for 2-3 weeks in September. The Commission reviewed the tentative schedule of events planned for the Monasterolo delegation (draft schedule attached). The Commission also requested an official letter to be sent from Mayor Gordon inviting the delegation from Monasterolo di Savigliano to visit Duncanville in October 2019.

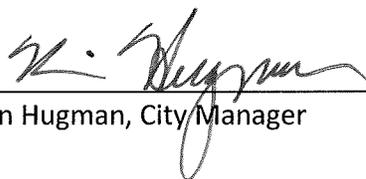
Item No. 5 Discussion on Promotion and Education of Sister City Relationship:

This discussion was included in the previous item, however the Commission inquired about the possibility of accepting donations to pay for costs associated with hosting the delegation. City Manager Kevin Hugman informed the Commission that they are not allowed to accept any donations because they are a city established board. If donations were to be collected it would have to be done by a group not associated with the City. From this they discussed the possibility of setting up a 501 (c) (3).

Item No. 6 Receive Public Comments:

No one commented.

Being there was no further business, the meeting adjourned at 7:55 p.m.



Kevin Hugman, City Manager



Sandra Ciarochi, President