



SPECIAL MEETING MINUTES

Date: 7/24/2019

Time: 3:00 p.m.

City Hall – “Downtown” Conference Room, 1st Floor
701 Laurel St., Menlo Park, CA 94025

A. Call to Order

Chair Yang called the meeting to order at 3:07 p.m.

B. Roll Call

Present: Carlton, Combs (arrived at 3:10 p.m.), Gilmer, Holch, Soffer (arrived at 3:49 p.m.),
Yang

Absent: Clendenin

Staff: Assistant to the City Manager Clay Curtin

C. Regular Business

C1. Approve minutes for the May 15, 2019, Sister City Committee regular meeting (Attachment)

- Jim Lewis spoke about the minutes and asked that his handout distributed at the May 15, 2019, meeting, be attached with the final approved minutes

ACTION: Motion and second (Yang/Gilmer) to approve the minutes for the Sister City Committee meeting of May 15, 2019, with the addition of Jim Lewis’s handout. Motion passed (5-0-2; Clendenin and Soffer absent).

C2. Discuss plans for the 2019 Bizen Student Exchange delegation visit

The Bizen Subcommittee of Carlton, Gilmer and Holch provided an update on the tentative schedule and host family assignments.

Soffer joined the meeting at 3:49 p.m.

- Peter Edmonds expressed concern about having too much on the schedule the first day due to potential jetlag

No action was taken by the committee.

C3. Consider requests for future agenda items

- Jim Lewis spoke about creation of a library to library exchange and suggested the book “Role of Honour: The Mayors of Galway City 1485-2001” by author William Henry
- Maureen Rabbit spoke about the Galway City connection with Menlo Park

The Committee requested the following items be agendized for a future meeting:

- Review all existing city relationships and consider upgrading some to sister city status
 - Bizen, Japan
 - Galway, Ireland
 - Kochi, India
 - Xinbei, China
- Review and consider other potential city relationships

D. Reports and Announcements

D1. 2019 Sister City program tentative calendar

- Jim Lewis spoke about the Northern California Sister Cities annual conference

D2. Individual Committee Member reports

- George Yang spoke about his time at the Sister Cities International annual conference in Houston, Texas, where he learned about several program ideas beneficial to residents, including book exchanges
- Catherine Carlton spoke about her time at the Sister Cities International annual conference in Houston, Texas, where she attended the U.S.-Mexico Mini Summit event for a discussion of U.S.-Mexico relations

D3. Staff updates and announcements

There were no staff announcements.

E. Adjournment

Chair Yang adjourned the meeting at 4:29 p.m.