

**Sister City Association of Huntington Beach  
Board Meeting May 11, 2016**

**In attendance:**

Don Mac Allister, Chris Cole, Margaret Nerio, George Erber, Carmen Erber, Frank and Sachiko Nakabayashi, Beverly Heberden, Betty Ching, Alison Goldenberg, Maureen Anzivino, Carol Hoke.  
Absent: LeJarie Nogouchi.

Don reminded Board members that absences from Board meetings may result in request to leave Board if unexcused absences exceed the allowable times in the bylaws.

The meeting was called to order at 6:10PM.

The April minutes were approved.

**Treasurer's Report:**

Checking account balance as of May 9, 2016 is \$14,779.59. Savings account balance is \$8,759.50. Total \$23,538.79.

99N e-postcard – confirmation received from State Franchise Tax Board for 2015. Federal last reported in 2011.

**Staff Report:**

Council of Aging format applied to our MOU. The draft will advance to department head and then to city council. We will have for review in two meetings from now.

**Manly update:**

No report

**Anjo Exchange:**

Board members reviewed proposed schedule for July visit. Don said admission fee to surf museum will be waived. Carmen stated that parade entry is completed. Need to contact Julie Toledo about discount tickets to Disneyland. Maureen will check also. We pay for required activities. Wintersburg produce crate picture approved as gift for mayor. Beverly to get picture framed.

Motion made by Beverly and seconded by Don to approve up to \$5,000.00 in expenses for this year's exchange. Approved by Board. Students to make presentation to city council on July 5<sup>th</sup> and August 15, 2016.

Sister City activities can be covered on channel 3. Information needs sent to Julie Toledo. Maureen and Don will work on this.

Maureen will check with Debbie Chiya on taking Treasurer's position.

Alison stated that visitors wishing to address the Board needs to send a letter of intent. The Board will then decide if we are interested. The time of presentations will be limited. We need to have a budget for all activity and not depend on donations. We also need to keep a reserve, one year is recommended.

**Website:**

Discussion on website for Sister City. Frank spoke to Bob Rank about helping us start and maintain a website. An active website administrator gets \$250.00 a month. We can use minimal services and PDF all forms. There is monthly charge for domain name.

**Other:**

Senior Center grand opening is July 10<sup>th</sup>.

Wine tasting party for Duck-a-thon this Friday.

China is sending 10 students for July surfing contest. They are interested in Sister City activities. Contest finals are July 31<sup>st</sup>.

New Sister City banner needed. Margaret will order this.

There being no further business, the meeting was adjourned at 7:30 PM

Beverly Heberden  
Secretary