

**Sister City Association of Huntington Beach**

**Board Meeting**

**October 14, 2015**

**In Attendance:**

Frank and Sachiko Nakabayashi, Carmen Erber, George Erber, Margaret Nerio, Betty Ching, Maureen Anzivino, Alison Goldenberg, Jun Iida, Beverly Heberden.

The meeting was called to order at 6:10 PM by President, Carmen Erber.

The September minutes were approved.

**Treasurer's Report:** Frank reported

August beginning balance - \$2298.04

Transferred from B of A - \$10,869.36

Interest - \$0.25

Withdrawals - \$268.89

Ending Balance - \$12,786.52

September beginning balance - \$12,786.52

Ending balance - \$12,786.52

As of 9-30-15; checking account \$1,414.02

Savings account \$10,757.64

Motion made by Maureen to pay stipend of up to \$1,500.00 to cover some expenses including airfare for chaperone beginning in 2015. Seconded by Alison. All voted in favor.

**Staff Report:**

Don reported that chaperone and student applications are on city website. The first four bullet points of the MOU have been completed and presented to the Board for review. The MOU is being standardized for all groups.

**Manly update:**

Don reported that Manly is on standby. We have people ready to help.

**Bylaws revision:**

Don distributed final draft of the revision. We need to call meeting of full membership in January for approval of bylaws. Motion was made by Don and seconded by Beverly to approve the final draft of the bylaws dated October 17, 2015. A general meeting will be scheduled January 13, 2016 to follow January Board meeting. All Board members voted in favor.

**Festival Report:**

Maureen reported that second meeting was held tonight. Meetings will be held the first Wednesday of every month. Next meeting is November 4<sup>th</sup> at 6:00 PM. Jun lida has joined the committee.

**Other Business:**

- Sands magazine deadline for spring issue is November 24, 2015. This magazine comes out February 16, 2016.
- Membership letters will be mailed as soon as received. Also include, letter from Carmen, Festival Flyer and remittance envelope.

**Election of Officers:**

Nominated and elected to office by the Board are:

Frank Nakabayashi, President

Don MacAllister, Vice President

Beverly Heberden, Secretary

George Erber, Treasurer

The offices of Corresponding and Recording Secretary are combined

New members voted to be on the Board are: Sachiko Nakabayashi & Jun lida

Beverly Heberden

Secretary