**BURBANK SISTER CITY COMMITTEE**

**AGENDA**

**Meeting to be held in the Buena Vista Library Meeting Room**

**300 N. Buena Vista Street, Burbank, CA 91505**

**Monday, February 3, 2020**

**6:30 PM**

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If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the American Disabilities Act of 1990 (42 U.S.C. Sec. 12132), and the federal rules and regulations adopted in implementation thereof.

1. Call to Order
2. Roll Call by Sign-in Sheet
3. Welcome
4. Approval of Minutes
5. Treasurer’s Report
6. Public Comment
7. Correspondence
8. Unfinished Business

A. Open Board seats

B. Gaborone, Botswana project

C. Membership Dues

1. New Business

A. Airfare $500.00 2nd deposits due

B. Ota, Japan Travel Dates

C. Photos for traveling students and chaperones to Ota, Japan

D. Fundraising Ideas

E. Next Meeting – March 2, 2020, 6:30p.m. at Buena Vista Library Meeting Room

X. Committee Reports

 A. Gaborone, Botswana – Anitra Castile

 B. Solna, Sweden – Anitra Castile

 C. Incheon, Korea – Rachel Baroma

 D. Ota, Japan – Tomoko Serizawa

 E. SCI So Cal Chapter – Diana Callahan

1. Topics for Future Agenda
2. Mark Your Calendar

 A. March 2, 2020, 6:30p.m. at Buena Vista Library Meeting Room.

 XIII. Adjournment

 \*Denotes action items