GREATER DES MOINES SISTER CITIES COMMISSION
400 Robert D. Ray Drive
Des Moines, Iowa  50309-1891
Phone: (515) 283-4141
FAX: (515) 237-1300

NEXT MEETING APRIL 9, 2019, AT 5:00 PM
MACRAE CONFERENCE ROOM – RICHARD A. CLARK MUNICIPAL SERVICE CENTER

MINUTES
March 12, 2019

Members Present: Hollie Askey, Shelley Bain, Darlene Blake, Kerry Bowen, Doug Lewis, Roger Nowadzky, Edgar Ortiz, Peggy Patrick, Ginny Renda, Vidal Spaine, Sherill Whisenand, Eleanor Zeff, Li Zhao Mandelbaum

Members Absent: Tom Becker, Bill Sherman

Guests Present: Zach Sommers and Kirk Martin, Friends of Sister Cities Board Members

Staff Present: Joyce Warburton

On Tuesday, March 12, 2019, Vice Chairperson Ms. Patrick called the meeting of the Greater Des Moines Sister Cities Commission to order at 5:01 PM in the MacRae Conference Room, Richard A. Clark Municipal Services Center, 1551 East Martin Luther King, Jr. Parkway.

MINUTES
Ms. Bowen moved to approve the February 12, 2019 minutes as presented. Mr. Lewis seconded the motion. Motion carried.

FINANCIAL REPORT
Financial report for July 1, 2018 – June 30, 2019 was distributed indicating February 2019 expenses of $40 to Polk County Treasurer for printing business cards for Mr. Nowadzky and Ms. Patrick; $187.50 to Des Moines Blue Print Company for digital scans of paintings done by Stavropol students. In addition, a one-time $5,000 addition was granted by Mayor Frank Cownie and City Manager Scott Sanders in recognition of current additional financial needs associated with the establishment of our newest Sister City relationship with Pristina, Kosovo. Ms. Bowen moved to approve the financial report. Ms. Renda seconded the motion. Motion carried.

COMMISSION CHAIRPERSON’S REPORT
The following written report submitted by Mr. Nowadzky was shared.

March came in like a lion but undeterred by our winter wonderland conditions, the Commission presses on with our important mission. In addition to the individual city committee reports for this month, please spend some time carefully reading the Commission Vice Chairperson’s March Report for a summary or overview of the planning and activities taking place. My report will be short.
Our focus this month as a Commission is non-travel programs and activities that involve the community and enhance cultural understanding and connection with our sister cities. We presently have five sister city relationships. With two activities generated by each city committee each year, there would seldom be a month in which there would be no Commission activity. Some activities could be large like our annual community Bastille Day celebration which we co-sponsor with Alliance Française of Central Iowa, and some might be more narrowly tailored to a more specific audience. Some months we will be focused on an inbound delegation. So that is our charge.

To accelerate completion of our tasks, city committee chairs will be regularly meeting with the Commission Vice Chairperson and me in an effort to update policies, our Commission Handbook/Procedure manual, and information about the Commission on the City’s website. This should greatly assist the Commission’s Ad Hoc Governance Committee in their charge. This is a big and important task as we are a working commission.

Again, please read the city committee and Commission Vice-Chairperson’s report prior to our commission meeting, in preparation for the meeting.

COMMISSION VICE CHAIRPERSON’S REPORT
Ms. Patrick shared the following written report.

PRISTINA, KOSOVO
We are awaiting finalization of the dates for the Pristina trip. If Mayor Cownie goes, we are looking at some time the first part of June. If he is unable to go, then we will likely go in conjunction with the Sister States in May.

Roger, Shelley and Peggy met with the Consul General’s office this week to discuss our visit. Rinora is providing Pristina with information from the people and organizations they met with in Des Moines. From this, they will determine their interests in following up with any of these programs. And, we will, in turn, invite representatives to participate in our trip or get them connected another way.

CITY ARTIFACTS DISPLAY CASE
Sherill has been in touch with the Des Moines Public Library regarding moving our display case. It is rather large and will be expensive to move, so we made a decision to find a location for it and move it once. Peggy checked with the Renaissance Savery Hotel, who does not have a place for it. Li put us in touch with someone at Principal and I am waiting for a response. In the meantime, Sherill will retrieve the contents of the case to bring back to storage at City Hall and to begin working on what will go into the new display.

STAVROPOL ARTWORK
I also discussed with the Renaissance Savery the possibility of displaying the Stavropol artwork. Although they would love to, the security involved is a deal killer. They did offer that at such time as we need a donation, they will be happy to provide an overnight package.

I don’t know that we thought about or discussed potential security of the artwork, but we definitely need to have that discussion. City Hall has five paintings currently on the walls in the entry area of the lower level conference rooms. They look very nice – sorry for the light reflection!
Joyce mentioned that some of the employees had asked if the unhung paintings could be displayed in their offices.

FRIENDS OF GREATER DES MOINES SISTER CITIES
The first board meeting of the Friends nonprofit was held Friday, February 15th. In attendance were Tim Woods, Li Mandelbaum, Kirk Martin, Zach Sommers and Peggy Patrick. Ginny Renda was wintering in Florida and unable to attend. Here is a recap of that meeting: Tim, Zach and Kirk agreed to attend a Commission meeting and are tentatively planning for the March 12 meeting.

As to what the Commission is looking to the Board for currently, we most need funding for marketing and incoming delegations. The Commission would like all marketing funding to come through Friends. The Commission’s immediate needs are a marketing pamphlet and the ability to create a newsletter. Li offered the Commission use of her company’s MailChimp services and will create a login for Sherill Whisenand. Peggy suggested that Friends also get a logo and marketing materials created. Tim suggested using a DMACC graphic arts group that he has used in the past.

With regard to incoming delegations, the Commission needs to be able to vastly step up its programs for incoming delegations to equal the “red carpet” receptions we receive on the other end.

Fundraising was discussed as far as doing so at many levels and collecting funds sometimes for specific cities and sometimes a general fund. Some options for fundraising were discussed, but it was agreed a second meeting needs to occur soon to delve into this further. We plan to schedule that upon Ginny’s return to Des Moines.

With regard to discussions about the status of the five sister cities and upcoming travel plans, Kirk recommended that a member of the Friends’ board participate in outgoing delegations. We didn’t exactly discuss it, but I feel same goes when we have incoming delegations. I mentioned Kirk’s suggestion to Roger and he thinks it is a wonderful idea. Funding for Friends’ board members in this regard will be up to that organization.

Since the board meeting, Li has been in contact with Sherry Gupta, Founder and Executive Director at CultureALL, a local nonprofit, https://cultureall.org/. Sherry is interested in partnering with the Commission on some events.

COMMITTEE REPORTS
Stavropol Committee
Mr. Spaine shared the following written report.

Awaiting response from Stavropol to an email sent them on a range of different issues, including school partnerships. One in particular is that of starting a “Coding Club” between our students. Using the internet, they will be able to share ideas on developing computer applications. Will keep Commissioners posted when receive a response.

Mr. Spaine reported he had also requested updated pictures of Stavropol and information regarding recent development in that city, but did not receive them in time for the March meeting. They are looking at possibly doing another art exchange. This time it will have a specific theme. It is not known at this time if it will be with elementary, middle, or high school aged students.
Mr. Spaine indicated he was interested in confirmation that he would be traveling to Stavropol in September 2019 for Stavropol Day.

**Shijiazhuang Committee**

Ms. Zhao Mandelbaum provided the following written report.

I have been in talks with Shijiazhuang Foreign Affairs Department about a potential education exchange between Shijiazhuang Vocational Technology Institute and Grand View (GV) University in June. The hope is to create an on-going relationship between the two because of each other’s focus on the gaming design, animation major, as well as leaders in E-Sport.

I have presented the Director of GV E-Sports a proposed schedule and itinerary. She also talked with an E-Sports student/athlete, Business/Marketing Major student, who also has interest in game design, about this opportunity; and they both could potentially go from June 13-23.

This professor and student delegation (hopefully, I can be with them) would be a great start in building a partnership. Visiting Shijiazhuang Vocational Technology Institute (and any other higher education institutions I could arrange to visit) is a great way to push education exchanges. They would be excellent ambassadors of Grand View, the city of Des Moines, and be able to develop relationships with people at the Institute (and other schools) in both the game design area and the E-Sports program. One of the main goals would be to establish relationships with the Institute so students from Shijiazhuang could come to Grand View during the Chinese New Year 2020. Then in May 2020, we could send a May Study Trip back to China with as many GV students that sign up for the trip.

We are waiting to hear from Shijiazhuang about the details. They expressed support during my last communication with them.

Ms. Zhao Mandelbaum indicated exchanges in education and art are anticipated to bring more activity later this year.

**Chairperson Mr. Nowadzky joined the meeting at the conclusion of the Shijiazhuang City report.**

**Saint-Etienne Committee**

Ms. Zeff provided the following written report.

Non-Travel City Exchange Reports: And Additional committee reports from the St. Etienne committee (see bottom of this report).

1. In January the French Chefs came to Des Moines and worked at DMACC with the Culinary Institute (ICI). DMACC sites the program information:  [www.dmacc.edu/ici/Documents/2019springGourmet](http://www.dmacc.edu/ici/Documents/2019springGourmet) ... Exchange Program:

   “Each January (since 1985), two chefs from the Association des Cuisiniers de la Loire (the Chefs’ Association from the St-Etienne region) spend two weeks on the DMACC Ankeny Campus as guest lecturers and visiting chefs for the Culinary Arts Program, demonstrating their techniques of classical French cuisine to all of our culinary arts students and faculty. Come celebrate with our French guest chefs as they prepare a special menu, along with the ICI culinary team of students and chefs.”
French Chefs’ Dinner held on: January 25, 2019 (Friday). It was a successful visit and there was also an article about the French Chefs’ visit in the Des Moines Register.

2. In April, a delegation of high school aged students from St. Etienne will visit Des Moines to interact with students from Johnston high school on a long-standing exchange program between the two cities. Last May, the Johnston students visited St. Etienne. We are trying to coordinate with the Johnston French teacher (Tamara, the successor to Mary Moermond) to arrange a possible meeting with the Mayor or a visit to the Des Moines capitol. The Greater Des Moines Alliance Française (Alliance) would also like to assist with this visit. Contacts with the teachers to determine the ways, the Commission and the Alliance can help have been limited but we are making ongoing efforts to help with the visit.

3. We are also trying to make some initial connections between the Des Moines Metro Opera and the St. Etienne Massenet Festival. The Des Moines Metro Opera will be celebrating an Anniversary in 2020, and so it seems an opportune time to try to establish some new links here before 2020, so as to be able to profit from possible anniversary celebrations and/or to coordinate some visits or other celebrations for 2020.

4. Other music and graphic arts connections are being explored with Des Moines Area artists, musicians and with Drake University, but these are so far preliminary. Also, St. Etienne is very active in organic farming and promoting healthy school lunches, so there might be some possibility of connecting in this food/agriculture area as well.

5. Our committee is in the process of writing a letter to send, along with the (revised) power point we presented last month, to the city administration and/or the mayor and their city council member for international coordination in order to re-affirm our Sister City connections and tell them about new opportunities for profitable and ongoing relations.

6. Additional committee discussion: We reviewed a travel request from Julian Archer. He does not want money from the commission, but he wants some tours and meetings in St. Etienne in June 2020 to learn about municipal administration in France. This is in addition to the DMACC trip in May 2020. A Sister City delegation could join either group for a formal “City to City” event? We are continuing to explore new possible links.

Ms. Zeff indicated that with regard to item 2 above, the Johnston/St. Etienne student exchange will take place April 10-18, 2019. Alliance has indicated they will be donating t-shirts for the 25 students and two (2) chaperons. The plan is for this group to visit the Capital, East Village Art Center, attend an Iowa Wild event, and try to meet with Mayor Cownie and with a possible tour of Des Moines City Hall. Ms. Zeff will reach out to Mayor Cownie’s office to see if time on either April 15 or 16 would work with his schedule.

Ms. Zeff stated she has also been approached by a professor at Drake University who is a musician and has done concerts in France. She has offered to go to France to do a free concert. Ms. Zeff is working on a letter of introduction (to be signed by Mr. Nowadzky and Ms. Zeff) that will be sent to the individual in charge of the Sister Cities program in St. Etienne to assist with the coordination of this visit.

Ms. Zeff reported that St. Etienne has gone completely paperless. All communications will be done electronically.
In 2020, we will be celebrating the 35th anniversary of our relationship with St. Etienne. With the two (2) trips being planned in item 6 above, it might be possible to join either or both for the time each would be in St. Etienne.

**Kofu Committee**
Mr. Lewis provided the following written report.

5:00 PM March 28, 2019 Kofu Committee Meeting
Franklin Avenue Library
Des Moines

February 15, 2019 - We had a very nice meeting and greetings with Mayor Cownie with the Bacon Fest delegation. We had conversation regarding additional exchanges.

We are making arrangements for the delegation to travel to Kofu for the 500th anniversary celebration.

Doug will be calling the government to confirm arrangements after our meeting tonight.

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<tr>
<th>Tentative Anniversary Schedule</th>
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<tr>
<td>April 4</td>
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<td>Picking up by private bus hotel</td>
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<td>April 5</td>
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<td>April 6</td>
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<td>April 7</td>
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※ On April 5th and 6th, participate in city tours and ceremonies etc.
※ On April 4th and 7th, pick up or send off in accordance with the schedule of each city.

**Tentative List only - Subject to Approval and Availability**
List of attendees for the 500th anniversary of the establishment of Kofu

**Roundtrip to Tokyo is about $1400.**

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<th>No.</th>
<th>Business Title</th>
<th>Name</th>
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<tr>
<td>1</td>
<td>Mayor Pro Tem, City Council Member</td>
<td>William Gray</td>
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<tr>
<td>2</td>
<td>Commission Chairman Commissioner Sister City Commission</td>
<td>Roger Nowadzky</td>
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<td>3</td>
<td>Co-Chair Kofu Committee Commissioner Sister City Commission</td>
<td>Douglas Lewis</td>
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<tr>
<td>4</td>
<td>Kofu Committee Member</td>
<td>Theresa Lewis</td>
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Ms. Zeff stated a member of the St. Etienne City Committee had expressed interest in traveling to Kofu with a group for this year’s Bacon Fest (to be scheduled for November 2019) and requested the possibility of obtaining a communication identifying their visit with an official designation.

Mr. Spaine indicated he would be happy to put his host mother, who is an American married to a Japanese man and living in Kofu, in contact with Mr. Lewis and/or Mr. Nowadzky to assist with protocols that are unique to the Japanese.

**Kosovo Committee**

Ms. Bain shared the following written report.

Pristina is the newest Sister City for the Greater Des Moines Sister Cities Commission (GDMSCC). We have not convened a committee to work on projects and exchanges, but Roger Nowadzky and Peggy Patrick continue to make contacts with entities in the City of Des Moines who may be interested in developing relationships with Pristina.

Roger, Peggy, and Shelley Bain met on March 4 with Consul General Gashi, Rinora Jelliqi, and Arbrie Shabani to discuss sending a Des Moines delegation to Pristina in June 2019. It is expected that Mayor Frank Cownie will accompany the delegation, which will consist of two members of the GDMSCC and others interested in furthering relationships with Pristina.

Iowa Sister States is sending a delegation to Kosovo May 5–12. If interested, email kassi.bailey@iowasisterstates.org or call at 515.348.6264 for details.

Ms. Patrick reported that she had spoken with Mayor Cownie’s staff, who indicated he is currently attempting to rearrange another commitment to see if he would be able to accommodate the Commission’s request for him to travel as part of the delegation looking to go in June.

**Italy Committee**

Ms. Renda indicated she is attempting to make contact with Paolo Bartesaghi, President of the Italian American Cultural Center of Iowa, regarding a possible city in Italy to reach out to for a sister city relationship.

**Education Committee**

Mr. Spaine shared the following written report.

Awaiting response from Mr. Matt Smith regarding his discoveries from our meeting last month. He is to update us on whether Des Moines Public Schools (DMPS) has leftover money from the 21st Century grant that will allow teachers from the district to be assigned to work with our committee chairs on a variety of issues.
Mr. Spaine stated that Mr. Smith, Associate Superintendent with DMPS, has delegated David Johns, K-12 International Baccalaureate (IB) Network Director of Schools, to work with Mr. Spaine. When Mr. Spaine reached out to Mr. Johns, he was referred to Mrs. Olivia Howe, International Baccalaureate Teacher Development Coordinator. Mr. Spaine’s goal is to have a school district staff member assigned to each sister city so that school partnerships can be coordinated.

CITY COMMITTEE PROPOSED NON-TRAVEL PROJECTS AND EVENTS

**Shijiazhuang**

1. Art exchanges (it was very well-received both when their major was here and as well as during Li’s trip there in 2018).
   a. Public art (Shijiazhuang to provide a piece of sculpture to Des Moines and if possible, one from Des Moines to Shijiazhuang to celebrate our 35th anniversary)
   b. Rotating art pieces done by local artists from Shijiazhuang art museum to be exhibited at Des Moines local art institutions (the Art Center, Historical Society, Mainframe or even schools).

2. Competition – most of them would be virtual.
   a. E-sports
   b. Short animation/movie
   c. Photos or art & craft – winner to display at Iowa State Fair

3. Scholarship
   a. Setting scholarship to help sponsor students to go visit each other’s cities
   b. Scholarship fund and dinner

4. Live event/celebration broadcast
   a. During Chinese New Year or Moon Festival, maybe we could do a live feed so citizen here could experience how it is without traveling there.
   b. Could also be other important events, trade shows, education forum, etc.

5. Language partner
   a. Connect each school that has a Chinese program with a student who is learning English to a local Shijiazhuang school.

**Stavropol**

Continue with the art-exchange between our school systems. It should be expanded to all grade levels (K-12).

- Use all forms of social media to connect with students from both countries:
  - Facebook
  - Snapchat
  - Whatsapp
  - Twitter
  - Instagram
  - Skype

- Teacher to Teacher exchange of ideas on effective lessons plans for English Language Learners

- Teacher to Teacher exchange of materials and resources for effective classroom management ideas
• Start monthly newsletter highlighting current events in the city (Asian Festival, Italian Festival, Black History Month, etc.)

• Recognize major holidays and celebrations in our cities with cards, compliments, and messages on official city documents

• Send pictures updating recent developments and projects in our city

• Exchange ideas on possible business projects between our cities that could potentially culminate into travel opportunities

• Make connections for possible exchanges between university professors in our cities on curriculum materials

• Find out if there could be the possibility to start a club between our two cities for “coding”

St. Etienne

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   Exchange Program:

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**Kofu**

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<th>Priority Activities</th>
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<th>Organization</th>
<th>Point of Contact</th>
<th>Assigned and Action</th>
<th>Notes</th>
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<tr>
<td>1</td>
<td>Agreement on Activities</td>
<td>Sister City Commission</td>
<td>Doug Lewis</td>
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<td>Have soccer match for youth</td>
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<td>Contact Mr. Kibata</td>
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<td>(Sushi) Chef Exchange</td>
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<td>Cherry Trees</td>
<td>Sister City/Department of Administrative Services</td>
<td>Peggy Patrick</td>
<td><a href="http://www.ja.us.emb-japan.go.jp.ja_web/2012_sakura.htm">http://www.ja.us.emb-japan.go.jp.ja_web/2012_sakura.htm</a></td>
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<td>Des Moines Schools</td>
<td>Kassi Bailey</td>
<td>Kassi sent information to Rachel Lens, Japanese language teacher</td>
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<td>Wine Exchange</td>
<td>Iowa WineGrowers Association</td>
<td>Nicole Eilers; Michael Vincent, Doug Lewis</td>
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<td>World Food Prize Event</td>
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<td>Peggy Patrick</td>
<td>said that Downtown Chamber does a</td>
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OLD BUSINESS
2019 Des Moines Arts Festival
Mr. Spaine reported that April 19th is the deadline for submittal of the application. Ms. Renda indicated the Friendship Force has indicated an interest in assisting with providing individuals to staff the Commission’s booth during the duration of the Arts Festival.

NEW BUSINESS
Sister Cities International Conference – July 17-19, 2019, Houston, Texas
Ms. Patrick reported a review of the upcoming conference agenda indicated there did not appear to be information that would be of benefit to Commission Members. An estimate of the anticipated cost to send a member appeared to be approximately $2,000. It is not recommended that anyone attend this year’s conference.

ADJOURNMENT
Motion to adjourn was made by Ms. Whisenand and seconded by Ms. Askey. Motion carried. Meeting adjourned at 6:08 PM.

NEXT MEETING
The next meeting will be April 9, 2019 at 5:00 PM in the MacRae Conference Room, Richard A. Clark Municipal Service Center, 1551 East Martin Luther King, Jr. Parkway.