

Sister City Annual Board Meeting Agenda  
*Combined with Family meeting*  
Wednesday, January 19, 2022 – St Andrew’s Episcopal Church, 7pm

Attendance:

- I. Welcome –
- II. Minutes – approve November 17, 2021 minutes
- III. Financial report – see annual meeting business below
- IV. New Board Business – ANNUAL MEETING BUSINESS
  - Election of Officers for 2022
    - the directors shall elect from their own number a President, Vice President, Secretary and Treasurer
  - Approve Financial Report for 2021
    - a full report of the work and finances of the organization to be presented
  - Elect New Board Members
    - New Board members shall be elected at the annual meeting or at other times as needed to fill board vacancies.
  - Review By-Laws
    - Presentation of any suggestions amendments to the current By-Laws

New/Old Business – discuss or make an action item for next meeting

- V. Reports from committees / chairs / mentors / activities ...
  - A. Travel / Homestay –
    - ➔ Naganohara planning to reopen the homestay program this year. The scheduled dates are 8/2 ~ 8/12.
    - ➔ Travel to Japan depart around July 6 or 7, return 12-14 days later.
  - B. Selection – no selection Fall 2021
  - C. Family meeting business – Staying connected with invite to monthly Board meetings plus at least one monthly Family meeting.
  - D. Fundraisers –
    - Roundup Association has requested our help for the Boots & Buckles Ball at the Civic Center, Saturday February 12<sup>th</sup>, approximately 5:30 to 8:30pm.
    - Review Proposed Budget with Fundraiser Chairs for events in 2022
      - Aside from the Garage Sale, Roundup Road Apples, and Give-A-Hoot, all other fundraisers will be service oriented to the community or other non-profits.

V. Open comments

VI. Next Meeting date, February 16<sup>th</sup> at St Andrew’s, 7pm.

VII. Closing

Sister City Board / Family Hybrid meeting  
Wednesday, November 17, 2021 – St Andrew's Episcopal Church, 7pm

Attendance: Bev Sandberg, Donna Pace / Zoom: Faith Kinnick, Dawn Kinnick (Student), Heather Muldoon

- I. Welcome –
- II. Minutes – approve minutes from October 20<sup>th</sup> ✓
  - Motion Faith K, 2<sup>nd</sup> Bev S. approved unanimously
- III. Financial report –No new activity since September so no approval required
- IV. New Board Business / Old Business – discuss or make an action item for next meeting
  - The Rec Department will take the Tug-of-War rope
    - Donna coordinating with Maggie Tarr, Rec Dept Crew and vehicle available in the afternoon.
  - The large drum STILL needs to be moved from American Bank AND drum head replaced
    - Waiting to hear back from Lincoln School and The Shane Center

New suggestions:

- Talk to MT State Music Department. Donna will reach out.
  - Contact Naganohara Taiko group to see if buying new heads and shipped from Japan is an option for replacing torn head.
- Bev will look into storing it at Dink's Garage space, corner of Park & B Street
  - If stored only, no rush to replace the heads. If drummers visit, they may need to bring new heads in order to use the Odaiko drum.

V. Reports from committees / chairs / mentors / activities ...

- A. Travel / Homestay – still in limbo.
- B. Selection – no selection Fall 2021
- C. Family meeting business – Staying connected with invite to monthly Board meetings
- D. Fundraisers – in limbo until discussion again in January. Recap from previous meetings below.
  - The Elks may have a member dinner in January and request our help.
  - Other possible 2022 fundraiser work: Spring Yard cleaning, Spring Garage Sale, Roundup Road Apples, Give-A-Hoot, assist other non-profits: The Elks, The Depot, Livingston Roundup, Park County Pioneers
  - Fundraisers to potentially skip: Golf Tournament, Burger Booth
    - Discussion of Burger Booth income history. Net \$2742 in 2018, net \$1962 in 2019. Compare to Give-A-Hoot income \$3,541 in 2021. It makes sense to skip and focus on Roundup Road Apple, Fireworks clean-up and Give-A-Hoot instead.

V. Open comments

Discussion: Lisa Snow Beaudin, Wheatgrass Saloon, asked me if I might find a couple of students willing to make paper cranes – origami cranes – at her shop for a Book Reading on Small Biz Saturday, November 27<sup>th</sup>, from about 11am to 2pm

- Email sent to 2019, 2020, and 2021 groups. Any response? So far two replies with one family out of town, one will check with student.
- Dawn said to also send to 2018. Dawn asked that her personal email address be added to the group.

VI. Next Meeting date, Annual Meeting on January 19<sup>th</sup> at St Andrew's, 7pm. No meeting in December.

- Annual Meeting: Notification needs to run in briefs per By-Laws. Election of Officers. Review By-Laws.
  - Send out current copy of By-Laws to voting board members.

VII. Closing

## Livingston Sister City Committee

Financial Status as of:

END OF YEAR 2021

<b>Cash</b>		CD Split	Petty Cash Split	Total Per Fund			
Petty Cash	\$300.00						
Student Exchange	\$33,571.92	\$2,723.64	\$270.00	\$36,565.56			
Cultural Exchange	\$22,307.17	\$302.63	\$30.00	\$22,639.80			
Total SC Checking Account	\$55,879.09						
Community Checking (dba MT Taiko)*	\$3,026.27	Signer: Christina M Altamura					
Total Cash All	\$59,205.36						
<b>Income and Expense</b>							
Account	Income	Expense	Net Income			Net Income (Loss)	
		<b>2021</b>			<b>2020</b>	<b>2019</b>	<b>2018</b>
Adult-Cultural Exchange-Garden-Drums		\$0.00	\$0.00		\$0.00	-\$1,312.45	\$0.00
Amazon Smile	\$57.50		\$57.50		\$32.81	\$13.25	\$5.00
<b>Burger-Booth / Festival of the Arts *</b>	\$332.51	\$0.00	\$332.51		-\$30.00	<b>\$1,962.36</b>	\$2,742.62
Celtic Celebration	\$0.00		\$0.00		\$655.00	\$644.66	\$425.06
<b>Depot Fundraiser **</b>	\$0.00		\$0.00		\$0.00	\$800.00	\$550.00
<b>Elks</b>	\$200.00		\$200.00	<	\$300.00	\$2,299.74	\$1,256.00
Food Service	\$0.00	\$0.00	\$0.00		\$100.00	\$0.00	\$0.00
<b>Give-A-Hoot</b>	\$4,041.00		\$4,041.00	<	\$0.00	\$0.00	\$0.00
Golf Tournament	\$0.00	\$0.00	\$0.00		\$1,287.60	<b>\$5,369.55</b>	\$5,733.34
<b>Homestay Expense</b>		\$0.00	\$0.00		-\$146.05	-\$4,359.94	-\$1,843.65
Katabatic	\$0.00	\$0.00	\$0.00		\$0.00	\$325.11	\$0.00
<b>(Kyoto) Farmers Mkt sales</b>	\$0.00	\$0.00	\$0.00		\$0.44	\$68.80	\$344.05
<b>Livingston Roundup</b>	\$750.00	\$0.00	\$750.00	<	\$960.00	\$990.00	\$950.00
Miscellaneous Expense		\$961.07	-\$961.07		-\$949.30	-\$1,215.15	-\$1,394.61
Miscellaneous Income	\$750.00		\$750.00		\$2,360.00	\$597.88	\$1,500.00
Pioneer Dinner*	\$0.00		\$0.00		\$0.00	\$300.00	\$300.00
Roundup Road Apples	\$70.00	\$0.00	\$70.00	<	-\$201.21	<b>\$4,133.61</b>	\$4,354.61
Selection Expenses		\$0.00	\$0.00		\$0.00	-\$100.00	-\$83.70
Spring Garage Sale*	\$0.00	\$0.00	\$0.00	<	-\$15.54	<b>\$5,978.66</b>	\$6,357.53
T-Shirts, Caps & Coats		\$0.00	\$0.00		-\$488.50	-\$249.00	-\$440.00
PO Box / MT State filing		\$168.00	-\$168.00		-\$289.00	-\$155.00	-\$155.00
Trip Expense		\$0.00	\$0.00		-\$675.00	-\$13,005.60	-\$18,096.71
<b>Yard Cleaning</b>	\$2,600.00	\$0.00	\$2,600.00	<	\$0.00	<b>\$3,350.00</b>	\$2,010.00
Total	\$7,920.91	\$1,016.16	\$6,904.75		\$2,295.43	\$3,268.18	\$1,295.45
Adult/Cultureal Exchange	\$880.10	\$112.91	\$767.19		\$605.83	\$1,855.85	\$3,219.09
	\$8,801.01	\$1,129.07	\$7,671.94		\$2,901.25	\$5,124.03	\$4,514.54
Balance +/- to raise including Cultural 10%			\$7,006.36		\$2,543.63	4,492.27	2,253.42
Festival of the Arts*	\$500 applied to Give-A-Hoot campaign						
Depot Fundraiser**	\$400 "cash donation" applied to Give-A-Hoot						