

**ADOPTED**

**City of Keene**  
**New Hampshire**

**PARTNER CITY COMMITTEE**  
**MEETING MINUTES**

**Wednesday, February 14, 2017**

**4:30 PM**

**2nd Floor Conference Room**

**Members Present:**

Irene Davis, Chair  
John Mitchell, Vice Chair  
Kathy Frink  
Tom Link  
Steve Russo  
Lily Hart  
Dawn Thomas-Smith  
Will Schoefmann

**Staff Present:**

Helen Mattson, Staff Liaison

**Members Not Present:**

Frank Richter  
Antje Hornbeck  
Karen Parsells  
Pamela Russell-Slack

**1. Call to order**

Chair Davis called the meeting to order at 4:31 PM and roll call was conducted. She introduced and welcomed guest Daniel Brown. Mr. Brown introduced himself to the Committee speaking in German. He stated that he heard about the PCC through Ms. Thomas-Smith and she suggested he submit a letter to the Mayor with his recommendations. Mr. Brown stated he recently moved to Keene and had lived in Germany for three years. He explained to the Committee that he learned to speak German by going to supermarkets, gas stations and walking the streets in Germany.

**2. Minutes of the previous meeting – January 10, 2017**

Ms. Frink stated one correction on the Treasurer's Report on page 7, second paragraph,"Ms. Frink noted both had also not returned their W9's" should be changed to "Ms. Frink noted Fireworks had still not returned their W9".

Mr. Schoefmann made a motion to adopt the minutes of January 10, 2017 as amended. Ms. Frink seconded the motion, which carried unanimously.

### **3. Board Business**

#### **a) Facebook Page Update-Google Photos/Videos of the Einbeck Delegation**

Ms. Thomas-Smith reported the PCC Facebook Page was up to 17 followers and likes. She continued to report that she looked at all of the posts since the page was started and the highest reach was on October 5, 2016 when the Committee thanked everyone for attending the Fireworks event. Ms. Thomas-Smith reported the highest engagement rate was on October 4, 2016 when the Committee posted an invitation to the Fireworks event. In addition, there was a high engagement rate when a picture was posted of the former City Manager John MacLean and the Mayor attending an event in Germany.

Ms. Thomas-Smith stated that she had some pictures from the October delegation visit and requested Ms. Mattson and Chair Davis look through the pictures to confirm the captions. She explained that she would continue to look for things to share on the page and that there would be more activity on the page during the exchanges and PCC events. Mr. Brown asked if there was a link on the PCC Facebook Page to Einbeck's Facebook Page. Ms. Thomas-Smith replied that the PCC Facebook Page liked the Einbeck's Facebook Page and that Einbeck was also listed in the About Section on the PCC Facebook Page. Mr. Brown asked if there was a link on the page to the German Consulate General Boston. Ms. Thomas-Smith replied that typically in the past the PCC included information from sister city to sister city and was not aware of that next upper level. She continued that as long as it was alright with the City of Keene she would post a link to the German Consulate General Boston. Mr. Brown noted the link would have more exposure to Germany. Mr. Schoefman said the German Consulate General Boston visited Keene during the Kristallnacht Commemoration that was held last fall. He said that he felt it would be appropriate to include their link on the PCC Facebook Page. Chair Davis noted there were some pictures from the Kristallnacht Commemoration to add to the PCC Facebook Page.

Chair Davis shared an article that was sent by Albert Thormann from the Einbecker Morgenpost, titled Gelebte Partnerschaft. The article was written in German and Chair Davis interpreted the article for the PCC. Chair Davis explained the article discussed an annual meeting that was held by the PCC's counterparts in Einbeck. She continued to explain the article elaborated on the exchanges that occurred over the past year as well as the upcoming exchanges. Chair Davis noted the upcoming the exchanges discussed in the article were the BBS School, Keene High School/Cheshire Center and the KSC Chamber Singers. She stated in the article the delegation discussed their desire to complete the plans for a soccer exchange. In addition, the delegation discussed plans for future exchanges that would consist of small groups such as quilters or librarians. The article featured a picture of the Einbeck delegation and Chair Davis identified each person to the Committee.

Mr. Link made a motion to accept the Facebook Page Update as informational. Vice Chair Mitchell seconded the motion, which carried unanimously.

**b) Delegation Visit Follow-Up**  
**1.) Conversational German**

Ms. Hart reported she met with Alison Pantesco, Professor of Modern Language at KSC and had a brief discussion on a collaboration of teaching German. She noted that she had not received feedback from the Mayor on what German vocabulary and conversation skills were needed for the exchanges. Ms. Hart reported that Mr. Mitchell explained that as the fall approached, the students and teachers start to get excited about the exchange and that would be the best time to conduct the language teaching sessions.

Ms. Hart explained that she would be away for the summer and would prefer to schedule some dates on a calendar before the school year ended. Mr. Schoefmann stated he would be happy to help brainstorm some ideas with Ms. Hart for the next meeting. Chair Davis recommended placing this subject on the agenda for the meeting in April in order to come with a concrete plan. Ms. Hart stated that would provide her with enough time to confirm a plan.

Mr. Brown recommended an exchange between the Keene Public Library and a library in Einbeck. He continued the books could provide an introductory instruction to German. Mr. Schoefmann stated he would speak with the Keene Public Library about having a dedicated section of German related books.

Mr. Schoefmann made a motion to accept the Conversational German Report as informational. Mr. Russo seconded the motion, which carried unanimously.

**2.) BBS School/Cheshire Career Center-Next Exchange**

Vice Chair Mitchell reported since the last PCC meeting the Keene High School teachers had met three times. He stated the BBS School would be coming in October of 2017, for two weeks in the middle of October. Vice Chair Mitchell reported that the BBS School would be bringing 10 students and 2 teachers. He reported a teacher named with the BBS School that attended the trip last year had given birth and would be unable to attend the exchange this year. The PCC agreed to send a card congratulating the teacher on the birth.

He continued to report there was no update on the Academy Fund, which was expected.

Vice Chair Mitchell stated the Cheshire Career Center exchange visit looked to be happening in February or March of 2018. He noted the summer time would not work due to the holidays in Germany. Vice Chair Mitchell stated the best time to teach the German lessons would be in September or October of 2017 and asked Ms. Hart if that would fit into her schedule. Ms. Hart replied prior to the lessons she would like to discuss scheduling some dates and also make sure

there was a room available. Mr. Mitchell replied he had everything available if Ms. Hart could make it to the KHS.

Chair Davis asked if there were host families for the BBS School in October. Mr. Mitchell replied he believed there were 5 fairly committed students to host as well as travel. He explained that they had just started the process of searching for students.

Chair Davis asked why the summer time was not an option. Vice Chair Mitchell replied that it was due to the German holidays as well as a conflict with the BBS Schools availability in August. He explained that the KHS goes back to school in the middle of August this year and the KHS Principal said students could not miss any school for exchanges at the beginning or end of the school year.

Vice Chair Mitchell reported that the schedule for the October exchange had been completed. He noted it was a busy schedule that would give students the opportunity to learn about the area and also to have new experiences.

Ms. Thomas-Smith made a motion to accept the BBS School/Cheshire Career Center Exchange Report as informational. Ms. Frink seconded the motion, which carried unanimously.

### **3.) Einbeck Beer**

Mr. Link reported there were no updates at this time. He explained that his challenge was to reach the importer, B United. Mr. Link noted the change in distributorship with Clarke Distributors had not been completed. He explained that he was interested in finding out when that change would occur because he would be able to determine if there was a possibility of B United working with the new distributor.

Mr. Link reported Mr. Brown had provided him with the name of the President of Samuel Adams, to ask if he would be open to having Bach Beer available in New Hampshire.

Mr. Russo made a motion to accept the Einbeck Beer Report as informational. Mr. Schoefmann seconded the motion, which carried unanimously.

Vice Chair Mitchell asked if Mr. Link had any contact information for mustard importers. Mr. Link replied he did not have any contacts. Mr. Brown recommended asking C&S. Discussion ensued amongst the PCC discussing importer possibilities for mustard.

Chair Davis recommended adding the import of mustard to the agenda for the next meeting.

### **3) Communications-**

**a) Treasurer's Report**

Ms. Frink reported the PCC paid the KHS \$400 for the farewell dinner and Fireworks was paid \$721.20. She continued to report the PCC earned \$700 from Fireworks.

Ms. Frink stated there was a balance between both accounts in the amount of \$19,273.79. She reported that appropriated account had a balance of \$705.08 and in the old account there was a balance of \$18,968.71.

Ms. Frink recalled that when she was notified of the \$700 that amount was 10% of what Fireworks made at the event. She read from the minutes of July 2016, "Fireworks recoups their expenses for the evening the balance is given to the Committee as a fundraiser". Ms. Frink stated she wondered where the 10% had come from. Mr. Link stated he wondered if Fireworks had a standard equation. He stated if that was the case it was not communicated to the PCC. Ms. Frink stated in the notes it also read "the proceeds from the evening are donated to the non-profit \$500-\$2000 depending on attendance at the event". She also reported that the raffle brought in \$287. The PCC expressed their disappointment with the earnings from the event.

The PCC discussed making the event better next time by looking more at the raffle, confirmation of an agreement beforehand or even hosting their own event.

Chair Davis Irene asked if an invoice was still outstanding from the Pub. Ms. Mattson replied in the affirmative.

Ms. Thomas-Smith made a motion to accept the Treasurer's Report as informational. Mr. Schoefmann seconded the motion, which carried unanimously.

**6) New Business-Charles Daloz - Agricultural Access/Land Use Idea Exchange With Einbeck**

Chair Davis reported on the activity with the Agricultural Commission and the exchange with Einbeck. Mr. Daloz stated in terms of the questions, he wanted to ask the questions informally and anything official would be brought before the AGC. He stated he wanted to ask Einbeck about their agricultural process and procedures. He continued he would be getting together with Chair Davis to go over those types of questions on skype.

Chair Davis reported that Ms. Hornbeck helped translate Mr. Daloz's questions to Mr. Thoremann. She continued to report that Mr. Thoremann stated that he saw the agricultural exchange as another great idea. Chair Davis explained that Mr. Thoremann was looking to find someone at KWS and someone at their local government to be a counterpoint. She continued to explain that the conversations would be informal through email and skype. Chair Davis noted

that Mr. Thoremann needed more time to figure out whom to include in this exchange. Mr. Daloz thanked Ms. Davis and stated her help was much appreciated.

Mr. Link made a motion to accept the Agricultural Access/Land Use Idea Exchange With Einbeck Report as informational. Ms. Frink seconded the motion, which carried unanimously.

Chair Davis recommended moving the agricultural exchange to Board Business.

Mr. Brown recommended using WKBK to advertise special events in Germany in case people from the area were traveling to Germany. He mentioned events such as the tapping of the keg at Oktoberfest. Chair Davis recommended adding the exchange of community events between the two sister cities placed on the agenda to brainstorm ideas. Ms. Thomas-Smith gave a brief background history of the PCC subcommittee and their endeavors. Mr. Schoefmann said he would be interested in seeing some of the brainstorming ideas from the subcommittee. Ms. Thomas-Smith stated she would email her notes from the subcommittee meeting to the PCC.

Chair Davis recommended putting the subcommittee notes topic on the agenda for next meeting.

7) **Next Meeting:** March 14, 2017

8) **Adjournment**

Hearing no further business, Chair Davis adjourned the meeting at 5:20 PM.

Respectfully submitted by,

Jennifer Clark, Minute-taker  
February 17, 2017