

**CITY OF KEENE
PARTNER CITY COMMITTEE
AGENDA**

Tuesday, July 9, 2024

5:00 pm to 6:00 pm

2nd Floor Conference Room, City Hall



1. **Call to Order**
2. **Roll Call – Appoint Alternates (if required)**
3. **Minutes of the Previous Meeting:** approval of meeting minutes: May 14, 2024, and June 11, 2024.
4. **Board Business:**
 - a.) 1. Einbeck Exchange – continued discussion about travel plans for October 10th – 19th. Final confirmation of attendance for those planning to participate - for Group Ticket purchase.
2. Further discussion – Einbeck contingent and the final number of individuals traveling.
 - b.) Update on Student Exchange: June 15th – 28th – *Derek*
 - c.) Media outreach – *Dawn*.
 - d.) Update on Future Exchanges – Soccer, Dance, and Youth Exchange – *John*
5. **Communications:**
6. **Reports:**
 - a) Treasurer Report – *Gregg*
7. **New Business:**
 - a.) Pumpkin Fest (October 12th) – further discussion/volunteers (have established 6) and need C&S contact for donation of Bratts, knockwurst, etc.
 - b.) Purchase of Keene/Einbeck lapel pins – cost approval.
8. **Next Meeting:** Next meeting is August 13, 2024
9. **More Time:**
 - a) Fundraising Ideas/Opportunities
 - b) Juliana Dodson – letter of invitation to attend Hannah Grimes Center’s *Radically Rural*. – *Mayor Kahn*
 - c) Media outreach
10. **Adjournment**

1 City of Keene
2 New Hampshire

3
4 PARTNER CITY COMMITTEE
5 MEETING MINUTES
6
7

Tuesday, June 11, 2024

5:00 PM

2nd Floor Conference Room,
City Hall

Members Present:

John Mitchell, Chair
William Schoefmann, Vice Chair
Councilor Andrew Madison
Mari Brunner
Gerald Lins
Derek Blunt, Alternate

Staff Present:

Helen Mattson, Executive Assistant

Members Not Present:

Dawn Thomas-Smith
Doris McCollester
George Hansel
Michael Giacomo
Gregg Kleiner

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10 **1) Call to Order**

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12 Chair Mitchell called the meeting to order at 5:14 PM.

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14 **2) Roll Call – appoint alternates (if required)**

15
16 Roll call was conducted. Chair Mitchell welcomed guests Cheryl Kahn, Kristen Leach, Fred
17 Parsells, and Gerry Kuhn.

18
19 **3) Minutes of the Previous Meeting – April 9, 2024**

20
21 Noting that the April 9 meeting minutes needs a couple of edits, Mr. Schoefmann stated that he
22 suggests tabling the minutes approval today. He continued that he will assist the minute-taker
23 with her questions/edits, in preparation for the next PCC meeting.

24
25 **4) Board Business**

26 **A) Einbeck Exchange**

27 **i) Continued discussion about travel plans for October 10-19th. Final**
28 **confirmation of attendance for those planning to participate – for Group**
29 **Ticket purchase**
30

31 Chair Mitchell stated that the trip is less than four months away and some details need to be
32 taken care of. He continued that one is that Ms. Mattson needs photos and biographies/social
33 introductions from people who are traveling, and flight plans, ensuring arrival on October 10.
34 Travelers should get this information to Ms. Mattson as quickly as possible, if they have not
35 already done so. The information then is sent to Einbeck and helps the Einbeck committee finish
36 the itinerary and helps find hosts before the summer break.

37
38 Chair Mitchell continued that they will have three meetings for travelers before leaving for
39 Germany, to start to get to know each other. He continued that potentially, the first will be July
40 10 at 6:30 PM at his house. Ms. Mattson will potentially host a meeting on August 20 at 6:30.
41 The third will be September 17 at 6:30. The hopes is for all travelers to attend all three meetings.
42 PCC members are welcome. Discussion ensued. Ms. Brunner suggested they meet at a local
43 restaurant or brewery for the meeting on September 17. Others agreed.

44
45 Chair Mitchell stated that dancers (from Germany) will be in Keene between October 2-8. He
46 asked Kristen Leach to speak more about that. Ms. Leach stated that they are in the process of
47 matching people up. She continued that she has a scavenger hunt planned for them on Main St.
48 They will hike Mt. Monadnock, and maybe spend some time in Boston. The plan is to create a
49 dance and a performance, followed by a reception. She has some connections with Keene State
50 College as well, for the visiting dancers to do some classes or workshops. Chair Mitchell asked
51 how many visitors they expect. Ms. Leach replied 16. Chair Mitchell asked if everything is all
52 set with the host situation. Ms. Leach replied yes. Chair Mitchell stated that the PCC is
53 available to help with the reception or transportation. Ms. Leach replied that transportation is
54 what they most need help with. Chair Mitchell replied that the PCC can help with that, and he
55 thanked Ms. Leach for her work with this exchange. He asked when Ms. Leach plans to travel to
56 Einbeck with youth from Keene. Ms. Leach replied June.

57
58 **ii) Further discussion – Einbeck contingent and the final number of**
59 **individuals traveling**
60

61 Chair Mitchell stated that there are four groups of people going to Einbeck, including four
62 Rotary representatives, a couple of brewers, and some City employees. He continued that he
63 would like to open a discussion about whether it would be appropriate to meet with those people
64 either at a PCC meeting or at another time in smaller groups, concerning what the PCC's
65 interests are as a committee, regarding what some of these travelers should be doing. When he
66 first went to Einbeck, his intention was to set up a student exchange, and he came home with a
67 big stack of opportunities that blew his mind. (Einbeck) had many amazing offers for (Keene)
68 students, but the Keene High principal said "no" to all of them. He would hate for something
69 like that to happen to others. They should be close to having an exchange already with the

70 Rotary and brewers. He suggests PCC members meet with the travelers and get a formal outline
71 of what is expected. For example, Rotary travelers can meet before they leave and determine the
72 temperament of their club. Will their club really be willing and able to host visitors from
73 Einbeck, and if so, how many? Two, four, eight? Would they be willing to send and/or receive
74 someone next year? If Rotary travelers get some certainty from their club before traveling, they
75 can have those conversations in Einbeck from a point of knowledge. The Mayor is interested in
76 this, in having a little bit of formality put into those travelers. The same thing with Ms. Mattson,
77 Councilor Madison, Mr. Schoefmann, and himself. (They should have) a little bit more formal
78 thought put into what they are trying to accomplish and what is realistic. The best example is
79 how Ms. Leach already has an exchange going. The rest of them should be working on that
80 (getting exchanges going) as well and following up. This will be a good trip to maybe get
81 another one or two.

82
83 Chair Mitchell asked what others' thoughts are. Mr. Schoefmann replied that he agrees with
84 what Chair Mitchell is saying, and he has some ideas and plans as well. He continued that he has
85 been working on wrangling the soccer exchange, to revitalize that. In the upcoming months, he
86 will be meeting with soccer coaches from KSC who also run Cheshire United Soccer, pitching
87 the soccer exchange, trying to tap into Wally Secord's knowledge. He will also be helping
88 Councilor Madison and Mr. Giacomo with some of the brewery stuff. That is his focus with this
89 trip, as an example of what Chair Mitchell is expecting. Chair Mitchell replied yes, but he wants
90 to have it written down, so they can come home with something a little more formal, instead of
91 just a bunch of opportunities. Mr. Schoefmann replied yes, in the past what has been missing is
92 a report out of what was accomplished by the people who traveled. He continued that sometimes
93 that is important, especially as a City committee.

94
95 Cheryl Kahn asked if there is something specific she could bring back to the Elm City Rotary
96 Club to begin this conversation about a Rotary exchange. Chair Mitchell replied that a Rotary
97 member who went a year and a half ago was very well received. He continued that he wonders if
98 the committee is ready to "dot some I's" on this next visit to come away with some formal
99 agreement. Some questions she could bring to the Rotary Club are whether the club is willing
100 and able to spend the money that hosting would require, and whether there is enough
101 commitment from the group that they could honestly say to the people in Einbeck, "We can host
102 [number] of Rotary members next year for a week," for example. Ms. Kahn replied that it will
103 be great to connect with the Rotary members in Einbeck, and to set up an exchange and even
104 meet in El Salvador to do work together.

105
106 Mr. Blunt suggested they invite some of the Rotary members to a PCC meeting to discuss and
107 finalize a plan. Chair Mitchell replied that he thinks all travelers should come to the next three
108 PCC meetings. He asked what others think. Councilor Madison suggested having everyone at
109 the last meeting, at least, to put everything together, and before then, they could have smaller
110 meetings. Discussion continued.

111

112 Ms. Brunner asked if there has ever been an exchange for Keene City staff and Einbeck City
113 staff. Ms. Mattson replied yes, they did a municipal exchange, which went well. Ms. Brunner
114 replied that it would be interesting to connect with someone in Einbeck government who does
115 planning work. Discussion continued.

116
117 Chair Mitchell stated that regarding travelers, the number is still at 18 people. He asked Mr.
118 Schoefmann for an update about the brewers. Mr. Schoefmann replied that there are some
119 follow-ups. He continued that they received some bad news regarding the group they had lined
120 up from Modest Man Brewery. He is planning to meet with the brewery manager on Friday to
121 see if there is a way to remedy that. If not, he has a couple other people lined up. He has given
122 himself a deadline of next Friday to come up with alternatives. He will reach out to Councilor
123 Madison to see what they can accomplish. Discussion ensued.

124
125 Chair Mitchell stated that they will invite everyone to the September PCC meeting, the final
126 meeting before the trip. He asked if there was any further discussion. He continued that
127 hopefully, the next thing is that everyone will have a message from Ms. Mattson about the first
128 of the three meetings (for travelers). Ms. Mattson replied yes, she will send an email with the
129 dates and locations, and a reminder about sending in the biographies and flight information.

130

131 **B) Update on Student Exchange – June 15-28 – Derek**

132

133 Mr. Blunt reported that they are good to go on the 15th. He continued that they will be flying out
134 with the students. The school in Germany has a great itinerary planned and everyone is excited.
135 Everything is looking good. Transportation is all set.

136

137 Mr. Blunt stated that a teacher (from Einbeck), an older sister of one of the students who came to
138 Keene, will teach at MC2 for three weeks. They think she needs a J1 visa. They need the
139 consulate to approve it. The process is very new to MC2, and they would be grateful if the PCC
140 could help with this in some way, if they have any resources for this. Mr. Kuhn suggested they
141 talk with Pamela Slack. Mr. Schoefmann added that the consulate is also fairly accessible. He
142 continued that he recommends contacting the consulate directly, and then reaching out to Pam
143 Slack if needed. Mr. Blunt replied that he will have more details next time they meet or before
144 this happens, but ultimately they (MC2) hope to have some hosts for this. Discussion continued.
145 Mr. Blunt added that they do not yet know when the three months will be, but they will be
146 looking for three hosts, each for one month.

147

148 **C) Media Outreach – Dawn**

149

150 Chair Mitchell stated that they will skip this.

151

152 **D) Update on Future Exchanges – Soccer, Dance, and Youth Exchange - John**

153

154 **5) Communications**

155 6)

156 7) Reports

157 A) **Treasurer Report – Gregg**

158

159 Ms. Mattson stated that the Treasurer is not here, but she had the finance person run the numbers
160 on this. She continued that everything is the same. There is \$13,666.38 in the base account, and
161 \$13,592 in the appropriations account.

162

163 8) New Business

164 A) **Pumpkin Fest (October 12) – further discussion/volunteers (have established
165 6) and need C&S contact for donations of Bratts, knockwurst, etc.**

166

167 Chair Mitchell stated that Mr. Schoefmann is back on the trip (to Einbeck, at the same time as
168 Pumpkin Fest), but he thinks they still have good coverage. He asked Mr. Blunt if that is correct
169 and if he is the lead person for the PCC at Pumpkin Fest. Mr. Blunt replied yes. Ms. Brunner
170 stated that she can also help with it, since she is not going on the Einbeck trip. She asked if they
171 have filled out the vendor form. Mr. Schoefmann replied yes. Discussion continued about
172 Pumpkin Fest, including the possibility of selling stickers or other swag. Ms. Brunner asked who
173 is contacting C&S about donations. Chair Mitchell replied that he has already been in touch with
174 them and it is in progress.

175

176 9) Next Meeting – July 9, 2024 (if needed)

177

178 Chair Mitchell stated that the next PCC meeting is July 9, and on the following Wednesday there
179 will be a meeting for travelers.

180

181 10) More Time

182 A) **Fundraising Ideas/Opportunities**

183 B) **Juliana Dodson – Letter of invitation to attend Hannah Grimes Center’s
184 *Radically Rural* – Mayor Kahn**

185 11) Adjournment

186

187 There being no further business, Chair Mitchell adjourned the meeting at 5:42 PM.

188

189 Respectfully submitted by,
190 Britta Reida, Minute Taker

191

192 Reviewed and edited by,
193 Helen Mattson, Staff Liaison

