

**CITY OF KEENE  
PARTNER CITY COMMITTEE  
AGENDA**

Tuesday, September 12, 2023

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 for August 8, 2023.
4. **Board Business:**
  - a.) Activity Planning for upcoming exchange w/Einbeck in Keene – Final review for the *September 22 to September 30, 2023*, exchange.
  - d.) PCC Exchange Survey/Facebook updates.
  - e.) Update on Student Exchange with MC<sub>2</sub>. – October 9 – 22, 2023.
5. **Communications:**
6. **Reports:**
  - a) Treasurer Report
7. **New Business:**
  - a) Discuss additional guidelines/expectations to be added for people from Keene traveling to Einbeck.
8. **Next Meeting:** Next meeting is October 10, 2023
9. **More Time:**
  - a) Fundraising Ideas/Opportunities
  - b) Pumpkin Fest, potential fund-raising opportunity. Brats and Kraut sales – potential free use of grill and donation for brats and kraut, volunteers.
  - c) Update on other future exchange ideas – YMCA/Youth Centers – Pickle Ball – Dance.
10. **Adjournment**

1 City of Keene  
2 New Hampshire

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5 PARTNER CITY COMMITTEE  
6 MEETING MINUTES  
7

Tuesday, August 8, 2023

5:00 PM

2<sup>nd</sup> Floor Conference Room,  
City Hall

Members Present:

John Mitchell, Chair  
William Schoefmann, Vice Chair  
Mari Brunner  
Kürt Blomquist  
Doris McCollester  
Gregg Kleiner  
Gerald Lins, Alternate  
Councilor Michael Giacomo  
Mayor George Hansel

Staff Present:

Helen Mattson, Executive Assistant

Guest:

Yves Gakunde

Members Not Present:

Dawn Thomas-Smith  
Derek Blunt

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10 1) Call to Order

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12 Chair Mitchell called the meeting to order at 5:00 PM.

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14 2) Roll Call – Appoint Alternates (if required)

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16 Roll call was conducted.

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18 3) Minutes of the Previous Meeting – July 11, 2023

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20 Mr. Kleiner made a motion to approve the meeting minutes of July 11, 2023. Mr. Lins seconded  
21 the motion, which passed by unanimous vote.

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23 4) Board Business

24 A) Activity planning for upcoming exchange with Einbeck in Keene –  
25 September 22 to September 30, 2023

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27 Chair Mitchell asked Mr. Schoefmann to give an update from the planning group.  
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29 Mr. Schoefmann showed the spreadsheet with the itinerary and went through each day's  
30 activities.

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32 **Friday, September 22**

33 Mr. Schoefmann stated that most of the Einbeck visitors (10) arrive on this day, in Boston.  
34 Discussion ensued about the size of the bus and whether it is adequate or if another vehicle is  
35 needed. Chair Mitchell stated that he will be picking up some guests in Springfield or Hartford  
36 and bringing them to Keene. He continued that he will need to coordinate with Councilor  
37 Giacomo about this.

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39 **Saturday, September 23**

40 Mr. Schoefmann stated that this is the "local orientation" day. He outlined the day's activities  
41 and who is coordinating/facilitating them. Discussion ensued about the activities and events,  
42 their timing, and the tasks that still need to be done to finalize them.

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44 **Sunday, September 24**

45 Mr. Schoefmann stated that this is the "choose your own adventure" day, with various options  
46 for the Einbeck guests to choose from. He gave information about the possible activities for that  
47 day. Discussion ensued. PCC members shared additional ideas for activities.

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49 **Monday, September 25**

50 Mr. Schoefmann gave information about the Massachusetts day trip planned for this day.

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52 **Tuesday, September 26**

53 Mr. Schoefmann outlined the "local business/government tours" day. Discussion ensued about  
54 the activities and items that still need to be coordinated. Discussion ensued about the details of  
55 the dinner event.

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57 **Wednesday, September 27**

58 Mr. Schoefmann stated that this is the White Mountains day. He gave more information about  
59 the timing and logistics of the day's activities.

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61 **Thursday, September 28**

62 Mr. Schoefmann stated that this day is the trip to the Seacoast. Discussion ensued about the  
63 activities in NH and ME. Councilor Giacomo spoke about the difficulties setting up the dinner  
64 and asked for assistance from other PCC members. Discussion ensued.

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66 **Friday, September 29**

67 Mr. Schoefmann stated that Friday is the "free day/farewell" and includes optional pickle ball.  
68 Discussion ensued about the farewell dinner at Councilor Giacomo's house. The Einbeck  
69 visitors depart the following day.

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71 Mr. Schoefmann asked if there were questions. Discussion ensued transportation.

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**B) Budget and coordinating activities**

Mr. Schoefmann stated that the budget is in the handout. He went through it and gave information about the estimated costs for the meals and activities for each day. Discussion ensued. PCC members asked questions, and made suggestions for some changes. Discussion continued about whom, other than the Einbeck guests, the PCC's budget covers and in which situations. Discussion ensued about the number of people who will be able to go on the Cog Railway and how that is decided.

Mr. Blomquist made a motion for the Partner City Committee spend up to \$10,000 for the Einbeck exchange in September 2023. Mayor Hansel seconded the motion, which passed by unanimous vote.

**C) PCC Exchange Survey/Facebook Updates**

Chair Mitchell stated that they will skip over this item.

**D) Update on Student Exchange – MC2 – October 9-22, 2023**

Chair Mitchell stated that they will skip over this item as well, since Derek Blunt is not here.

**5) Communications**

Chair Mitchell spoke about how the Einbeck travelers are excited to come, and travel preparations are going well.

**6) Reports**

**A) Treasurer Report**

**7) New Business**

**A) Discuss additional guidelines/expectations to be added for people from Keene traveling to Einbeck. Subcommittee members: Michael Giacomo, Doris McCollester, and Gerald Lins**

**8) Next Meeting – September 12, 2023**

Chair Mitchell asked if meeting on September 12 works for people. PCC members replied yes.

**9) More Time**

**A) Fundraising ideas/opportunities**

**B) Pumpkin Fest, potential fundraising opportunity. Brats and Kraut sales – potential free use of grill and donation for brats and krauts, volunteers**

115           **C) Update on other future exchange ideas – YMCA/youth centers, pickle ball,**  
116           **dance**

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118       **10) Adjournment**

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120       There being no further business, Chair Mitchell adjourned the meeting at 5:55 PM.

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122       Respectfully submitted by,

123       Britta Reida, Minute Taker

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125       Reviewed and edited by,

126       Helen Mattson, Staff Liaison