

**CITY OF KEENE
PARTNER CITY COMMITTEE
AGENDA**

Tuesday, January 14, 2025

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: December 10, 2024
4. **Board Business:**
 - a.) Choral Exchange Sponsorship- questions and discussion with Sandra Howard
 - b.) Next Exchange- confirm dates
 - c.) Fundraising ideas and opportunities
5. **Communications:**
 - a)
6. **Reports:**
 - a) Treasurer Report – *Eric*
7. **New Business:**
 - a.)
8. **Next Meeting:** Next meeting is February 11, 2025
9. **More Time:**
10. **Adjournment**

29 Discussion ensued about the timing of the Choral Exchange and Pumpkin Fest.
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31 Mr. Lins and Councilor Madison talked about/asked what activities they should plan for Einbeck
32 visitors. Mr. Giacomo replied that they will have an ongoing discussion about that over the next
33 eight months. Discussion continued. PCC members spoke of how even if the exchange overlaps
34 with Ms. Howard's choral exchange, there probably will not be a lot of overlap with activities,
35 and gave ideas for activities.

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37 Chair Mitchell raised the topic of hosting duties. He asked who will be able to host. Mr. Lins,
38 Ms. Brunner, Councilor Madison, and Mr. Giacomo replied in the affirmative. Discussion
39 continued about who has room for how many people. Chair Mitchell stated that it sounds like
40 they have room right now for 14 guests, which is a great start. He continued that a few PCC
41 members not present tonight might also host. They will need to get some back-up spots. As
42 soon as they hear from the Einbeck group about whether they are choosing 9/25 to 10/4 or 10/13
43 to 10/25, Ms. Howe will let the PCC know.

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45 Chair Mitchell stated that the PCC can think of ideas for new tours or places to visit during the
46 exchange. Councilor Madison stated that he and some others were mulling over the idea of local
47 bakeries. He gave some suggestions of local businesses. Gerald Kuhn added bakery ideas, and
48 discussion continued. Mr. Lins gave ideas about a tour of a local brewery and hosting a cookout.
49 Discussion continued about that and other breweries. Ms. Brunner suggested the possibility of a
50 hike if the weather is good. Chair Mitchell suggested an expanded visit to the Statehouse, which
51 was a popular activity in the past. PCC members suggested other NH towns/cities to consider
52 visiting, and the possibility of a boat ride. Discussion continued with other ideas, such as the
53 tramway at Mt. Washington, Littleton, farms, Yankee Candle, the butterfly sanctuary,
54 glassblowers and other art, and more. Chair Mitchell stated that of course, they will have an
55 opening ceremony and a going away ceremony, and they can talk about locations for those. PCC
56 members gave ideas.

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58 **B) Fundraising Ideas and Opportunities**

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60 **C) Choral Exchange Sponsorship Consideration**

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62 Chair Mitchell stated that historically, the PCC has met to come up with ideas, review the PCC's
63 finances, and discuss what kind of support they could give to requests. He asked if the
64 committee can discuss the Choral Exchange request now, to have their questions ready for
65 Sandra (Howard) when she comes to the next meeting, at which the PCC might be ready to vote
66 and give Ms. Howard an answer. PCC members replied yes, they can talk about it today.

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68 PCC members asked for clarification of what Ms. Howard is asking for, and how much money
69 the PCC has currently. Chair Mitchell replied that Ms. Howard is asking for about \$7,100. Ms.
70 Howe stated that the PCC's fundraising account has \$16,973, and the general appropriations
71 account has \$16,982.

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Discussion ensued about the PCC’s account balances, expenditures, the costs of hosting Einbeck visitors in Keene, and PCC members’ thoughts on the Choral Exchange’s request. The PCC members discussed the need to maintain a reserve and of how much, the various exchanges the PCC supports or wants to support, the elements of exchanges that the PCC will or will not support financially, and the PCC’s fundraising capacity. They discussed what the responsibilities are or should be of the various groups that organize exchanges, the travelers, and the hosts. PCC members’ questions about the Choral Exchange were what type of support Keene State College (KSC) is providing, how KSC manages transporting students to events (such as athletics) and whether they could use buses for this.

Mr. Giacomo suggested the PCC create a specific line item in their budget, annually, for funds that are for third party exchanges the PCC supports. He continued that this (type of request like Ms. Howard’s) has come up before and will continue coming up, as more exchanges come together.

Discussion continued. PCC members agreed that they want to support the Choral Exchange. Discussion ensued about the details of the financial support and other types of support, and PCC members had questions about the Choral Exchange’s transportation/bus budget and whether there are options there.

Chair Mitchell stated that Ms. Howard is coming to the PCC’s January meeting. He asked if the PCC members think it is reasonable, based on today’s conversation, to offer approximately \$2,000. PCC members replied yes. Mr. Giacomo replied yes, or they could say the PCC would cover the cost of the welcome reception and the trip (to Keene from Boston), but they would prefer knowing the details behind the transportation company. Others agreed.

- 5) **Communications**
- 6) **Reports**
 - A) **Treasurer Report - Eric**
- 7) **New Business**
- 8) **Next Meeting – January 14, 2025**
- 9) **Adjournment**

There being no further business, Chair Mitchell adjourned the meeting at 5:57 PM.

Respectfully submitted by,
Britta Reida, Minute Taker

115 Reviewed and edited by,
116 Nicole Howe, Executive Assistant