

**CITY OF KEENE
PARTNER CITY COMMITTEE
AGENDA**

Tuesday, September 10, 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: August 13, 2024
4. **Board Business:**
 - a.) 1. Einbeck Exchange – final discussion about travel plans for October 10th – 19th.
 - b.) Update on Student Exchange – *Derek*.
 - c.) 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 confirmation of Bratts, knockwurst, etc. from German Consul General
 - b.) Purchase of Keene/Einbeck lapel pins – update with price, arrival date
8. **Next Meeting:** Next meeting is October 8, 2024
9. **More Time:**
 - a) Fundraising Ideas/Opportunities
 - b) Media outreach
10. **Adjournment**

1 City of Keene
2 New Hampshire

3
4 PARTNER CITY COMMITTEE
5 MEETING MINUTES
6
7

Tuesday, August 13, 2024

5:00 PM

2nd Floor Conference Room,
City Hall

Members Present:

John Mitchell, Chair
William Schoefmann, Vice Chair
Councilor Andrew Madison
Michael Giacomo
Doris McCollester
Gerald Lins

Staff Present:

Nicole Howe, Executive Assistant

Mayor Jay Kahn (at 5:08 PM)

Members Not Present:

George Hansel
Mari Brunner
Gregg Kleiner
Derek Blunt, Alternate

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9
10 1) Call to Order

11
12 Chair Mitchell called the meeting to order at 5:02 PM.

13
14 2) Roll Call – Appoint Alternates (if required)

15
16 Roll call was conducted.

17
18 3) Minutes of the Previous Meeting – June 11, 2024

19
20 Mr. Schoefmann made a motion to approve the meeting minutes of June 11, 2024. Mr. Lins
21 seconded the motion, which passed by unanimous vote.

22
23 4) Board Business

24 A) Einbeck Exchange

- 25 **i. Continued discussion about travel plans for October 10th – 19th. Final**
- 26 **confirmation of attendance for those planning to participate – for Group Ticket**
- 27 **purchase.**
- 28 **ii. Further discussion – Einbeck contingent and the final number of individuals**
- 29 **traveling.**

30

31 Chair Mitchell stated that things seem to be going well (with travel planning). He continued that
32 Ms. Howe has been helping. A sheet is going around the room, and each person should check to
33 make sure their email address is on it. Last night he received a call from Germany saying that
34 they (the Einbeck hosts) do not have the travel information and email addresses from everyone
35 (in Keene). That would explain why Keene travelers have not heard from their hosts.
36 Discussion ensued.

37

38 Chair Mitchell welcomed Kristen Leach to the meeting, and reported on the dance exchange she
39 has started. He continued that last year in Germany, the director of the House of Youth
40 approached him (about starting an exchange) and he/they connected with Ms. Leach, who now
41 has an exchange already happening. She has guests coming (to Keene from Einbeck) before
42 October and already has the travel arrangements finalized for her students. It is an exemplary
43 thing that they (the PCC) should be doing with the exchanges, such as Rotary and others.

44

45 Chair Mitchell asked if anyone had questions, thoughts, or concerns. Mr. Schoefmann stated that
46 he is still working on meeting with someone about the soccer exchange, which was supposed to
47 happen last month but the scheduling has not worked yet.

48

49 **B) Update on Student Exchange - Derek**

50

51 Chair Mitchell stated that Derek Blunt is not here to give an update. He asked if anyone else can
52 speak to this. (Guest) Gerald Kuhn replied yes, Mr. Blunt has begun fundraising for the next
53 round of exchanges. He continued that Mr. Blunt and some students did a successful fundraiser
54 at the Cheshire County Fair. Several students have expressed interest in participating in an
55 exchange, but there are many details to work out. Staff makes sure to inform the students about
56 what their responsibilities would be, which weeds out students (without serious
57 interest/commitment).

58

59 Chair Mitchell stated that it sounded like Mr. Blunt was very pleased with the exchanges in both
60 directions, and they look forward to more. Mr. Kuhn replied absolutely. He continued that both
61 sides want to keep doing exchanges, and would do them even more frequently if they had the
62 funding. They are working on an every other year cycle.

63

64 Mayor Kahn arrived at 5:08 PM.

65

66 Chair Mitchell stated that at the PCC does not have a huge budget, but at some point, they should
67 think about a little support for students. He continued that it has been done historically. Mr.

68 Schoefmann replied that they had been talking about having a “filing period” for groups to
69 request supplemental funds. He continued that he thinks the PCC needs to formalize that in
70 some way. In the past, it has been done on an as-needed basis, but if groups can schedule when
71 to come to the PCC with a request for funds and go through a process for approval, it might help
72 the groups organize their exchanges a little more formally. Discussion ensued about the PCC’s
73 budget and the logistics and process. Mr. Giacomo stated that part of the PCC’s mission is to
74 encourage other exchanges, and it would be great if the number of applicants continued to grow.
75 Mr. Kuhn shared advice on how to create an application process, from the perspective of what
76 the MC2 School does, including having the students present to the PCC.

77
78 Chair Mitchell stated that regarding the lapel pin with two flags, the PCC bought about 100 of
79 them eight years ago for \$2.50 to \$3.00 each. He continued that the pins have been popular with
80 the Germans. Typically, each Keene traveler and each Einbeck guest is given one pin if they
81 have not yet received one. Ordering 100 pins would be about \$300 or \$350. He asked if the
82 PCC is interested in doing that this year, as there is only one pin left. Discussion ensued.

83
84 Mr. Lins made a motion to use Partner City Committee funds to cover the cost of 100 pins. Mr.
85 Schoefmann seconded the motion, which passed by unanimous vote.

86
87 **C) Update on Future Exchanges – Soccer, Dance, and Youth Exchange - John**

88
89 At Chair Mitchell’s request, Ms. Leach gave an update on the dance exchange. She stated that it
90 is coming along, and there will be a meeting Thursday night, to finalize who is hosting and get
91 the addresses to Einbeck. Brief discussion ensued.

92
93 **5) Communications**

94
95 Chair Mitchell stated that he received a call from Jürgen Herbst last night, who says that
96 everything is going perfectly. He continued that Mr. Herbst should send itineraries to the Keene
97 travelers soon. He still needs travel information from a few Keene travelers. He (Chair
98 Mitchell) will get that information to him. Helen Mattson asked Nicole Howe to enter her (Ms.
99 Mattson’s) flight information and send it to Mr. Herbst. Ms. Howe agreed.

100
101 Mr. Giacomo stated that he has been trying to work with local brewers for the last couple of
102 months, regarding an exchange, and it would be an amazing exchange if they could get a
103 brewery that was willing to run with it. He continued that he personally cannot create that
104 exchange. They need a brewer/brewery to step up and help create and run this exchange, but he
105 is not finding that person. Discussion ensued. PCC members gave ideas for who else to talk
106 with. Mr. Giacomo stated that it is important to determine what the mission of a brewery
107 exchange would be, and probably the brewers themselves would need to determine that.
108 Whether there is value in a brewery exchange is up to the brewers.

109
110 **6) Reports**

111 **A) Treasurer's Report – Gregg**

112
113 Chair Mitchell stated that they will skip the treasurer's report since the treasurer is not present.
114 Mr. Schoefmann stated that he has the report, which Ms. Mattson gave him before her departure.
115 He continued that the appropriations account has \$18,052.09, and the base account has
116 \$13,666.38.

117
118 Mr. Lins made a motion to accept the treasurer's report. Mr. Giacomo seconded the motion,
119 which passed by unanimous vote.

120

121 **7) New Business**

122 **A) Pumpkin Fest (October 12th) – further discussion/volunteers (have**
123 **established six) and need C&S contact for donation of Bratts, knockwurst, etc.**

124

125 Chair Mitchell stated that his news is that C&S will not donate to the PCC for their Pumpkin Fest
126 fundraiser, due to the PCC not having a tax ID number and all of the other non-profit
127 requirements. Mr. Schoefmann stated that since half of the volunteers for the Pumpkin Fest
128 fundraiser are from MC2, it would be good for the PCC to list MC2 as a partner in the booth
129 itself and ask them kindly if the PCC could utilize (their tax ID number). Chair Mitchell replied
130 that they could ask if MC2 would be able to fill out the form. Mr. Schoefmann stated that he
131 missed a meeting for vendors. He put the Vendor Coordinator in touch with Ms. Brunner and
132 Mr. Blunt. Mr. Blunt seems willing to spearhead (the PCC's Pumpkin Fest participation), so he
133 recommends they ask Mr. Blunt about this. He will write that email.

134

135 Discussion continued and Mr. Giacomo recommended asking Price Chopper and Hannaford for
136 food donations if it does not work out with C&S. Chair Mitchell asked if they should organize a
137 Pumpkin Fest working group, for planning the food, organizing, collecting all of the materials,
138 and determining what they are going to cook and sell and how they are going to do it. He asked
139 who could join this working group. Mr. Schoefmann replied that since Mr. Blunt is
140 spearheading this, they should talk with him. Discussion ensued about who can participate,
141 given that many PCC members will be in Einbeck. Chair Mitchell stated that he will talk with
142 Mr. Blunt and share the information he has about where and how to get the food and where the
143 (materials) are.

144

145 Councilor Madison stated that another idea regarding bratwurst and knockwurst donations is that
146 Boston, MA has a German Consul General, Dr. (Sonja Kreibich). He continued that part of the
147 mission of the Consul General is to promote friendly relations, and promote knowledge and
148 understanding, which is similar to what the PCC does. It might be worth reaching out to (her)
149 and seeing if (she) wants to work with the PCC.

150

151 Mr. Schoefmann replied that actually, the Consul General is coming to Keene soon. He
152 continued that in May or June, the Consul General's assistant reached out to Helen Mattson,
153 having done a search for German-centric groups in New England and finding the PCC. He

154 talked with the Consul General’s assistant and organized a visit to Keene for them this coming
155 Monday. He and Chair Mitchell will meet with them. PCC members are invited to come to City
156 Hall to help greet them. The Consul General and her assistant will have lunch with him, Chair
157 Mitchell, and Mayor Kahn, to discuss the PCC’s endeavors. It would be great if the Consul
158 General could help promote some of those. They will drop a note about some help with the
159 bratwurst. The Mayor has scheduled a visit to Keene State College (KSC) with the Consul
160 General as well, to visit with the KSC president and visit the Cohen Center. He will send the
161 PCC an email with the information about Monday.

162
163 Chair Mitchell stated that the next step is to communicate with the American Consulate in
164 Germany, once they have had this visit and made a connection. They should also let Dr.
165 Kreibich know how helpful Sabine (Michalek), the Mayor of Einbeck, has been.

166
167 **B) Purchase of Keene/Einbeck lapel pins – cost approval**

168
169 (Discussed in previous agenda item).

170
171 Chair Mitchell asked if there was any other new business. Ms. Leach stated that at the last
172 Clarence DeMar Marathon meeting, she asked if anyone was interested in having a running
173 exchange with Einbeck. People from Einbeck would come to Keene and run the Clarence
174 DeMar Marathon, and people from Keene would go to Einbeck to run the marathon there. She
175 continued that people became very excited. Discussion ensued about the idea of a running
176 exchange. Chair Mitchell asked for it to be on next month’s agenda.

177
178 In response to a question about whether it would be safe for students or inexperienced marathon
179 runners, Ms. Leach clarified that it would be an exchange for adults, not students. She continued
180 that she does not expect that people without running experience would choose to sign up for a
181 running exchange.

182
183 **8) Next Meeting – September 10, 2024**

184
185 Chair Mitchell stated that the next meeting for travelers is coming up. Ms. Mattson replied that
186 it will be at her house, in Fitzwilliam, NH, at 6:30 PM on August 20. Discussion ensued and
187 Chair Mitchell clarified that it is an optional meeting for travelers, mainly social, and there will
188 be another meeting before the trip as well. Discussion continued and the group determined that
189 the next meeting for travelers will be September 17, also at 6:30 PM, location TBD.

190
191 Mayor Kahn asked if there was room to add another traveler (for the trip to Einbeck this
192 October). Chair Mitchell replied no, it is too late to add anyone. He continued that there will be
193 another trip in three years.

194
195 **9) More Time**

196 **A) Fundraising Ideas/Opportunities**

197

198 Chair Mitchell asked if anyone had anything to add for this agenda item. Mr. Schoefmann
199 replied that Pumpkin Fest is coming up, so they are pouring most of their efforts into that.

200

201 **B) Juliana Dodson – letter of invitation to attend Hannah Grimes Center’s**
202 ***Radically Rural* – Mayor Kahn**

203

204 Chair Mitchell asked if Mayor Kahn had anything to report for this agenda item. Mayor Kahn
205 replied no. Ms. Mattson stated that it is just on the agenda as a mental note. Mayor Kahn stated
206 that they (the Germans) expressed interest in next year’s event, but he does not think there was
207 interest in attending this year.

208

209 **C) Media Outreach**

210

211 Chair Mitchell stated that he approached a photographer of a local newspaper, who spoke with
212 his editor, and the photographer is excited to travel to Einbeck with the Keene delegation next
213 time, if there is a spot for him. He continued that he believes the photographer is from the
214 Monadnock Ledger. They will invite him to PCC events. Mayor Kahn stated that he can help
215 with communication with the Keene Sentinel. Discussion continued. Mr. Giacomo spoke about
216 the possibility of an arts exchange.

217

218 **10) Adjournment**

219

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

221

222 Respectfully submitted by,
223 Britta Reida, Minute Taker

224

225 Reviewed and edited by,
226 Nicole Howe, Staff Liaison