**Scituate Sister City Ireland, West Cork, Committee Meeting**

**Wednesday, September 13, 2017**

**Scituate Public Library, Large Conference Room**

**Minutes**

The meeting was called to order at 7:05 p.m.

Members present: Brenda O’Connor, Chair; Siobhan Hunter, Vice Chair; Kevin Callanan; Audrey Donovan; Richard Hebert; Brian Houlihan; Pat Jacquart; Patrice Maye; Peter Mehegan; Katie Miller; Carol Sullivan-Hanley; John Sullivan; Christine Walsh

Members excused: Brendan Murphy

1. **Acceptance of Agenda**

A motion was made and seconded to approve the agenda as presented. The Board voted unanimously in favor to accept it.

1. **Verification of Training and Swearing In**
* All of the members present confirmed that they had completed Board & Committee Handbook Training and Conflict of Interest Training.
* All of the members present, apart from Patrice Maye, confirmed that they had been sworn in for their positions on the Scituate Sister City Ireland, Cork County, Committee. Patrice will appear before the Town Clerk for swearing in soon.
1. **Elections**

Clerk: Patrice Maye volunteered to serve as Clerk. A motion was made and seconded to approve this suggestion. The Board voted unanimously in favor of Patrice assuming the role of Clerk.

Website Editor: Siobhan Hunter to serve as Website Editor. A motion was made and seconded to approve this suggestion. The Board voted unanimously in favor of Siobhan assuming the role of Website Editor.

1. **Key Learnings from Scituate Sister City Project, Sucy-en-Brie**

Pat Jaquart, founder of the Scituate Sister City Project and Sucy-en-Brie partnership shared key learnings and experiences to help inform best practices for the West Cork partnership.

* The Town of Scituate does not underwrite any Sister City exchange activities. All costs for trips to Sucy-en-Brie were covered by Scituate Sister City Project members, private citizens, and with small grants. Members of the Scituate Sister City Project pay a $10 fee and receive member benefits. This creates funding for special opportunities to promote the partnership.
* Similarly, there is no line item in the Town of Scituate’s budget for Sister City/West Cork activities. This committee would like greater Town involvement and investment in Sister City Partnerships, including signage and a dedicated line item for exchanges.
1. **Identifying a Sister City in West Cork**

The committee identified the characteristics, which they would like to see in a West Cork “twin city,” including:

* Similar size/population
* Waterfront
* Fishing industry
* Culturally vibrant (i.e. hosts festivals or has a thriving social or music scene)
* Educational opportunities / proximity to University College Cork
* Irish language
* Sports (rugby, golf)

Using these considerations, the committee identified three top choices for the twinning:

* Kinsale
* Bantry
* Skibbereen
* Clonakilty

Brenda O’Connor will follow up with Fionnuala Quinlan, Consul-General for Ireland, to discuss.

1. **Considerations for a Scituate Delegation to West Cork**

Committee members interested in being part of the delegation traveling to West Cork:

* Brenda O’Connor
* Kevin Callanan
* Brian Houlihan
* Pat Jacquart
* Patrice Maye
* John Sullivan
* Christine Walsh
* Brendan Murphy (possibly)
* Town Manager (To be Hired)
* Representative, Town of Selectmen (To be Identified)

Delegate constituents will need to pay their airfares/lodgings. Round trip flights cost ~$400; we may be able to secure lodgings in private homes.

Friend- and fund-raising will be essential to offset costs of the cultural exchanges and to promote the partnership. The committee proposed several fundraising opportunities, including:

* Individual giving drives spurred by raffles (i.e. a free trip to Ireland)
* In-kind support from Harbor Merchants and other Town entities
	+ Marketing/design support from local designer
	+ Gift certificates for raffles
	+ Town cable station for promotion
* Special events
	+ Ronan Tynan concert
	+ An art show at South Shore Art Center in partnership with Aisling Gallery. South Shore Art Center would waive the gallery rental fee. Local artists could showcase works of or inspired by Ireland, with proceeds (less artist commissions) to support the West Cork partnership.
	+ Irish dinner at Galley for $50pp, with cash bar. Half of the proceeds would support the West Cork Sister City partnership.
* Cultivate host families in Scituate for West Cork visitors.
1. **Committee Assignments**
2. Arrange for a delegation.
3. Research identified towns (Kinsale, Bantry, Skibbereen, Clonakilty).
4. Identify priorities for exchange.
	* Bi-coastal exchange annually
	* Film festival
5. **Committee Meeting Schedule**

The next meeting will be **Wednesday, October 25, 7:00PM**. Thereafter, meetings will be held on the first Wednesday of the month. Unless otherwise noted, all meetings will take place at the Scituate Public Library, Large Conference Room.

To recap:

* Wednesday, October 25, 7:00PM
* Wednesday, December 6, 7:00PM
* Wednesday, January 3, 7:00PM
1. **Other Business**

*In the Name of Peace*, a documentary on John Hume’s efforts in the Northern Ireland peace process, will premiere at the Boston Film Festival on September 22. Tickets are $8.

The meeting adjourned at 8:30p.m.