



**Charlottesville Sister Cities Commission**

**AGENDA - Annual Retreat**

**Monday, September 11, 2023, 5:00 - 8:00 PM**

**Jefferson-Madison Regional Library Central Branch  
Swanson Case Room (3<sup>rd</sup> Floor)**

- I. Call to Order - Edward Herring, CSCC Chair
  - a) Greeting
  - b) Expectations
  - c) Attendance
- II. Minutes Approval: August 1, 2023, CSCC Meeting; August 1, 2023, CSCC Communications Committee Meeting
- III. Adoption of CSCC Remote Participation Policy
- IV. Update on Friendship City, Huehuetenango, Guatemala
  - a) Presentation to City Council
  - b) Huehue Exploratory Visit
- V. Vote to approve the allocation of up to \$6,000 to support the activities of the Huehuetenango Delegation visit
- VI. Elections
  - a) Committees – Proposal to change the name(s) of existing CSCC Committees and/or to establish CSCC Committee(s)
    - Communications and Community Engagement
    - Programs and Events Committee
    - Grants and Scholarships Committee

***(Dinner break at 6:30 p.m.)***

- b) Officers – Proposal for Title Change of Email Coordinator  
(Recommendation: Director of Communications and Community Engagement)
- (c) General Election – Appointment of Officers and Committee Members

## VII. Programs and Events

- a) October 2023 - December 2023
- b) January 2024 - December 2024
  - Sister City Month
  - Huehuetenango, Guatemala
  - Winneba, Ghana
  - Besancon, France
  - Poggio, Italy

## VIII. CSCC Committee Discussions

- a) Budget and Finance
- b) Grants and Scholarships
- c) Communications and Engagement
- d) Education

### Upcoming Meetings

TBD, September 2023, *Program & Events Committee* and New City Committee

Tuesday, October 3, 2023, 4:30-5:30pm – Sister Cities Commission - CitySpace

Tuesday, October 3, 2023, 5:30 - 6:00pm – New City Committee - CitySpace