

Charlottesville Sister Cities Commission 2020 Retreat
Tuesday, September 29, 2020
4:00pm – 7:00pm

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| 4:00 – 4:15 Agenda Review & Icebreaker | Kate |
| 4:15 – 5:00 Overview of Commission, Review Member Roles,
Review Bylaws and Strategic Plan (needs to be updated) | Terri/Kate |
| Report from Clerk of Council Office regarding pandemic meeting rules | Kyna or designee |
| 5:00 – 5:15 Discussion of Current Sister City Relationships
• Are contacts up to date? Set deadline for updates | City Reps/All |
| 5:15 – 5:30 Budget and Grants Review | Kyna/Amanda |
| 5:30 – 6:15 Review Goals/Achievements for 2019-2020:

• Identify unachieved goals, discuss why, decide whether to pursue | Kate/Terri |
| 6:15 – 7:00 Action plan for 2020-2021 | Kate/Terri |

Assignment of members to committees:

- Education
- Finance
- Grants
- Outreach and Communications
- Spanish Speaking City

Leadership Roles:

- Chair/s
- Vice Chair
- Secretary - Kate
- Treasurer – (will need SCC member to hold this position, and submit documentation to Clerk of Council office for processing)

7:00 Adjourn