

Alexandria-Caen Sister City Committee Meeting Notes

Monday, May 13, 2024

7:00pm

Alexandria City Hall – Room 1101

- I. Quorum requirements satisfied.

- II. Delaying approval of April minutes to June meeting.

- III.
 - A. Jazz Spring Fete Recap 5/4
 1. Positive response to the band selection.
 2. Wine, music, lecture in conjunction.
 3. Event was geared at exploring an expansion in expected event capacity.
 4. Goal was to turn a profit with the event.
 5. Ticket sales were below expectations; 60 tickets pre-sold.
 6. Committee voted to go ahead with the event despite projected losses.
 7. Day-of, the event was effectively sold out with a positive response, and calculated risk paid off.
 8. Scavenger hunt was cancelled due to concerns with the garden area.
 9. Keen public interest in printed information/"fun facts" panels re: Normandy, Caen cultural heritage.
 - B. D-Day Subcommittee
 1. Budget concerns re: logistics; current budget estimate is \$4480 out of approved \$5000.
 2. Current furniture expenditure is for 15 tables & 100 chairs.
 3. Details and numbers to be confirmed later in the week.
 4. Pre-event preparation: flags and signage expected to go up before the event (June 2).
 5. Sound and weapons permit has been secured.
 6. Sandwich boards I/C: ???
 7. Staff and volunteer call time is 1030.
 8. Water & ice I/C: ???
 9. Wegmans gift card to be split into smaller denominations and placed in separate raffles at different D-Day events to benefit ACSCC scholarship fund.
 10. Gift card I/C: Angelique.
 11. Coolers to come from Beth, Jennie, & ???
 12. A/V equipment has been secured.
 13. History tent I/C: Alex, with Michael assisting.
 14. Information tent I/C: Elodie.
 15. Middle school exchange tent I/C: Volunteer/to be confirmed.
 16. The Swing Consortium will be paid by credit card via Square; \$75 processing fee to be covered by the Committee.
 17. Voices of War Readings to be prepared for Council members, military representatives will be given the choice to prepare their own statements.
 18. Potential addition of VIPs from Congress, etc.
 - C. Liberation of Paris Event 9/14/24

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1. Skipped
- D. Lafayette Bicentennial Subcommittee
1. Honorarium to Elizabeth: \$500.
 2. September 26th: practice run-through.
 3. Ticket pricing to be confirmed (\$16 for base walking tour ticket, differential pricing for tickets including a signed book).
 4. September 6th: Lafayette birthday scavenger hunt to publicise event and build relationships with local businesses using the “Find Waldo” model with inexpensive pricing; have reached out to the George Washington Birthday Celebration Committee re: potential sponsorship/assistance from Lafayette College.
- E. New Business
1. Tabled for a future meeting.