

# **Alexandria-Caen Sister City Committee**

## **Draft Meeting Minutes for Approval**

Monday, June 10, 2024

Alexandria City Hall – Room 1101

### **I. Welcome and Call to Order**

ACSCC member Ashlee Harper-Johnson called the meeting to order at 7:08 p.m. when there was a quorum.

### **II. Approve Minutes from April and May Meetings**

ACSCC Chair Angelique Moss had emailed drafts of the April and May meeting minutes to committee members for review prior to the June meeting. Two separate motions were introduced, and the committee unanimously approved the April and May minutes as distributed.

### **III. Ongoing Business**

#### **A. D-Day Subcommittee Recap**

##### **1. D-Day Commemoration 6/2**

ACSCC member Jennie Reading, who chaired the D-Day Subcommittee, reported that:

- this was our best D-Day commemoration to-date.
- this was a team effort so kudos should go out to every single committee member.
- ACSCC member Eric Trimble’s efforts which brought in participation of the Canadian, French, and British Embassies, as well as the Armed Forces, was an excellent addition to the program.
- the camaraderie among all the participants in the commemoration added to the success of the event.
- former ACSCC member Elodie Guillon’s Facebook Live communications during the commemoration worked well.
- the vendors were very successful and happy with their participation. Jennie singled out the crepe vendor, who had to send her father home to get a second crepe machine to handle the popularity of the crepes.
- the middle school students who are participating in the student exchange with Caen received donations from members of the public who stopped by their table.
- she did not know that the Office of Historic Alexandria was going to arrange for a professional photographer for the event, which was a great addition.

Jennie also listed some lessons learned and some suggestions for improvements for the next time:

- We need to have backup arrangements for some of the key positions on the subcommittee in case unforeseen circumstances arise (as they did) that prevent some members from carrying through on the day of the commemoration.
- We should create a binder of important information, including emails sent and handouts that can be used as templates in future years. This would lessen the need to “reinvent the wheel” each year. Ashlee suggested that we should do this for all of our major events.

- We should have name tags on the seats on stage so that those seated there can easily find their seats.
- We need to make sure in future years to get staged group pictures of those participating in the program. We missed having some important pictures this year.
- We should appoint a committee member to be a “media wrangler” to arrange coverage of our major events.
- With Elodie no longer on the committee, we need other committee members to learn how to send out publicity emails using MailChimp.

## **2. D-Day Lecture 6/6**

As in previous years, the lecture attracted a large audience, and Dr. Kim Holien was an extremely-knowledgeable and well-received presenter. We raffled off a \$100 gift card donated by Wegman’s.

## **B. Liberation of Paris Event 9/14**

Peter Pennington, President of the British Officer Club of Washington D.C. (BOC), returned to update the committee about plans for the Liberation of Paris Event that BOC and ACSCC will be co-sponsoring on September 14, 2024, at Lloyd House:

- He suggested that his organization would handle the food and drink because they have a lot of experience doing this, and that ACSCC could handle the publicity and music. As for the music, Peter had a quote from a quartet for \$1200 for an hour of big band music that was popular in 1944.
- He suggested that the publicity should start around July 15.
- The cash bar is where the event will make its money, and he will apply for the ABC license. He said that he has the bar covered, but particularly needs help from ACSCC for the event setup and cleanup.
- He contacted Bittersweet Catering for a quote about providing food for the event and went over their proposed menu with ACSCC.
- The proposed schedule is as follows: 4:30 p.m. setup begins; 6:00 p.m. guests arrive, check-in, mill around, and buy drinks until 7:00 p.m. when the event launches with the music, drinks, and a French café. The event ends at 9:00 p.m. followed by cleanup.
- The proposed ticket price is \$70 per person.
- Attendees will be encouraged to dress in 1944-style clothing.

## **C. Lafayette Bicentennial Subcommittee**

ACSCC member Stephen Hartka said we will be organizing a scavenger hunt to publicize the bicentennial and to build our relationship with the business community.

### **1. Lafayette Walking Tours 10/5-6**

Stephen said he would suggest for a future committee vote that we charge \$15 per person to participate in the walking tour and that we pay a \$500 honorarium to Elizabeth Reese, the historian who will be conducting the tours. There will be a practice tour on September 26 at 6 pm.

### **2. Lafayette Reception & Book Lecture and Signing 10/16**

There was no update on this.

### **3. Lafayette Dinner 10/17**

There was no update on this.

#### **IV. New Business**

##### **A. Summer Cookout**

Committee members discussed whether to have a cookout in August. Because of the very hot temperatures this year, instead of a cookout, there was a consensus to instead have a social event in August at a restaurant.

##### **B. Open Floor**

There was no new committee business brought up.

#### **V. Public Comment**

Emmanuel and Susie DuBois provided an update on their efforts to present a public performance in Alexandria of his oratorio, *Requiem for the Fallen*. They reported that they heard from the conductor of the Virginia Chamber Orchestra, David Grandis, that the orchestra would be interested in presenting the oratorio. Emmanuel said that they were working on finding a choir, but that a soprano that they know would be interested in performing.

#### **VI. Adjournment**

Ashlee adjourned the meeting at 8:33 p.m.

#### **ACSCC Member Attendees:**

Candace Harman  
Ashlee Harper-Johnson  
Stephen Hartka  
Alex Jevgrafov  
Donna Kenley  
Jennifer Reading  
Leslie Tourigny  
Eric Trimble

#### **City of Alexandria Government Liaison:**

Jim Holloway

#### **Public Attendees:**

Emmanuel DuBois  
Susie DuBois

#### 2024 Calendar

January – Alumni Party 1/6

February –

March –

April –

May – Jazz Spring Fête 5/4

June- D-Day Commemoration 6/2; D-Day Lecture 6/6

July –

August –

September –Liberation of Paris Event 9/14

October – Lafayette Bicentennial Walking Tours 10/5-6; Reception & Book Lecture 10/16; Dinner 10/17

November – Beaujolais Nouveau 11/21; Cider Festival 11/23

December – Scottish Walk Parade 12/7

Leslie Tourigny  
ACSCC Secretary