

## Sister City NEWS and UPDATES

### **February 8, 2021**

Sister City Affiliation approved by Town of Superior Board of Trustees

### **February 23, 2021**

Meeting with Sister City board members Narayan Shrestha, Matt Bubernak and Board of Trustees liaison Mayor Clint Folsom.

- Discussion of a Zoom meeting in mid March 2021 with the Mayor of Khandbari and Mayor Folsom for a joint announcement of the new Sister City affiliation.
- Discussion of the logistics for the signing of a joint letter from both cities that will be sent to the Sister City International organization to officially register the affiliation. Narayan Shrestha to hand carry the letter to Khandbari in the spring of 2021 for Khandbari's signature, then return for Superior Mayor Folsom's signature then Superior staff will send to Sister City International.
- Discussion of a possible 2022 trip for Superior Mayor Folsom to visit Khandbari. Mayor Folsom would pay for all of his trip expenses personally.
- Discussion of a Nepali art, food, culture event to be held at Superior's new community center in late 2021 or 2022 when scheduling permits and COVID restrictions are lifted.

### **February 24, 2021**

Zoom meeting with Sister City board members: Narayan Shrestha, Ron Parise, Thomas Appel, Matt Bubernak, and Board of Trustees liaison Mayor Clint Folsom

- Reviewed all items discussed on 2-23-21 plus new business:
- Discussed setting up a bank account for the 501c3 organization, Superior Khandbari Sister City Project, Inc.
- Discussed adding a new board member, a Superior resident who has expressed interest in joining.
- Discussion of logo & website design and donation portal on website.
- Established a regular board meeting schedule of every 2 weeks via Zoom, 1<sup>st</sup> & 3<sup>rd</sup> Wednesday of each month, 7 PM.

### **March 3, 2021**

Zoom meeting with Sister City board members: Narayan Shrestha, Ron Parise, Thomas Appel, Matt Bubernak, and Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Introduced and had a discussion to accept a new board member, Scott Robinson. Scott is a Superior resident with significant world travel experience and is interested in participating as needed on the board.
- Updates on creating a website (in progress), opening bank account (in progress) and drafting bylaws (in progress)
- Discussion of mayor to mayor zoom scheduled for Tuesday, March 9, 2021.

### **March 9, 2021**

Superior & Khandbari Mayors Zoom meeting, 9:15 PM MST

Mayor Clint Folsom was joined by Superior Trustees Paige Hennen and Neal Shah along with Superior Khandbari Sister City Project Board Members Narayan Shrestha, Thomas Appel, Matt Bubernak, Scott Robinson and Ron Parise for a Zoom meeting with Khandbari Mayor Khatiwada and their delegation. The meeting was the first virtual meeting between the two groups. Mayor Folsom thanked the mayor of Khandbari for their invitation to form a sister city relationship. Mayor Khatiwada thanked Superior for accepting the invitation and encouraged a delegation to come to Khandbari for a visit. He also spoke of wanting to encourage others to visit and wants to increase tourism to their region.

### **March 17, 2021**

Zoom board meeting with Sister City board members: Narayan Shrestha, Thomas Appel, Matt Bubernak, Scott Robinson

- Bank account for sister city organization opened at Chase Bank. Discussion of board member donations to initially fund the bank account.
- Website development
- Resignation of board member Zach Hykan due to work time commitments.

### **April 7, 2021**

Zoom board meeting with Sister City board members: Narayan Shrestha, Ron Parise, Matt Bubernak, Scott Robinson and Town of Superior Board of Trustees liaison Mayor Clint Folsom.

- Superior residents Michelle Batey & Liz Oster also attended the meeting via zoom and were unanimously voted in as new board members. Both will work primarily on events and fundraisers. Liz also has some background on the elementary school pen pal program from 20 years ago and restarting this program is a priority.
- Bank account update, summary of donations received from board members thus far. Goal is \$2,000 balance to avoid bank fees. Thomas & Ron are the two signers on the bank account.
- Michelle & Liz - Summary of some restaurants that are preparing to donate gift cards, etc. for future fundraiser.
- Matt – reported on progress thus far on website design. Requested some stock photos of Superior for website from Mayor Folsom (completed.)
- Narayan planning a trip to Nepal on May 20<sup>th</sup>. Need him to take a letter to Khandbari for mayor to sign that will then be sent to Sister City International to formalize the relationship and be listed on the Sister City membership roster.
- Local Khandbari citizens living along Colorado's front range are approximately 300 people. Many of them want to be involved in the sister city project. This can be discussed with them at their annual gathering, summer 2021. The group is called Sankhuwasava community of USA and Narayan is a founder of that group. The city of Khandbari is the headquarters of the Sankhuwasava district. Past annual summer gatherings have been in Broomfield and other communities but not Superior. Given

the sister city announcement, Narayan would like to host the group in Superior for the summer 2021 gathering. Wildflower Park would be ideal. Clint to help connect Narayan with Parks staff for reservations.

### **April 13, 2021**

Superior Community Center Tour, 1500 Coalton Road

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey, Scott Robinson, Mayor Clint Folsom, Colin Folsom, Brian Meyer & Karen Snortland – town staff

- Town staff provided a tour to the group to see if the facility would be suitable for a cultural event including dinner, dancing and art display over a weekend in the fall or sometime in 2022 depending on COVID building occupancy restrictions.

### **April 21, 2021**

Zoom Board Meeting

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey, Scott Robinson, Ron Parise, Matt Bubernak, Thomas Appel, and Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Follow up items from last meeting, organization bylaws drafting in progress. Clint to share template of bylaws obtained from Sister City International.
- Community center visit thoughts and next steps for upcoming event ( Michelle & Liz) Tentative dates: October 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup>. Need to check with town staff for availability.
- Websites update. New domain is: [www.superiorkhandbarisistercities.com](http://www.superiorkhandbarisistercities.com) Still not live yet. Bios of board members will be added to website
- Sankhuwasava community of USA gathering at Wildflower Park for July 17, 2021. Liz will check with Town Clerk about requirements for serving alcohol at the event.
- Narayan visit to Nepal on May 20, 2021. Discuss materials that need to be taken to Khandbari's mayor. A Partnership Agreement between the cities needs to be drafted and Clint will handle this.
- Superior Elementary schools Pen Pal report and thoughts on re-starting program in Fall 2021. Matt to coordinate with Liz to help with introductions to staff at schools.

### **May 5, 2021**

Zoom Board Meeting

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey, Scott Robinson, Matt Bubernak, and Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Discussion of possible new board member and discussion about possible caps on number of board members.
- Update on planning for art display and cultural event at Community Center on 10-1-21. Discussion of day(s) for art setup, display & takedown. Friday night will be VIP dinner. Board members voted to invite up to 15 delegates from Khandbari to attend the event for an official signing and other tours around our area.
- Summer picnic for Khandbari residents living in Colorado scheduled for July 17<sup>th</sup> Wildflower Park pavilion has been reserved by Narayan. This will not be an official Sister

City event but we will use the opportunity to announce the new sister city affiliation with attendees and ask for their involvement in the October event and others in the future. Discussion of organizing a planning meeting on May 16<sup>th</sup> at Wildflower Park.

### **May 16, 2021**

Wildflower Park - Planning Meeting for Sankhuwasava community of USA gathering at Wildflower Park on July 17, 2021.

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey, Matt Bubernak, and Town of Superior Board of Trustees liaison Mayor Clint Folsom

Introductions to leadership of Sankhuwasava officials.

Discussion of food, setup, and other details.

### **May 19, 2021**

Board Meeting at Shrestha residence, Superior

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey, Matt Bubernak, and Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Guest attendee for a portion of the meeting: Superior Trustee Paige Henchen
- Board member Ron Parise asked to resign due to family commitments. Will need a new board member to take Ron's place as a signer on the bank account. Michelle agreed to assume the role as the second signer on the bank account and board voted to approve.
- Discussion to clarify that Thomas Appel will serve as the board's treasurer. Michelle Batey will serve as secretary and will set the agendas for meeting with Narayan's input. Mayor Folsom takes notes during meetings for purposes or reporting back to the Board of Trustees and those meeting notes can be used to supplement board meeting minutes.
- Michelle has created a logo design for the sister city committee and the board agreed to proceed with it's use on the website and letterhead after some final editing.
- Website development is still in progress. Matt, Scott and Thomas to continue work.
- Discussion of Sankhuwasava community of USA gathering at Wildflower Park on July 17, 2021. Narayan says the organizing committee will coordinate a potluck plan for food with the feature being a portable BBQ that will be brought in to BBQ a goat which is a Nepali tradition. Michelle will get prices for a tent that can accommodate tables and chairs for 200 guests. Tent setup will need to be completed by the rental company by 10 AM and plan for takedown at 5 PM. Need sound system for guests that will be speaking to the crowd. Mayor Folsom to confirm availability from town staff. Colin Folsom to provide trash cans and will staff the event for all waste and recycling removal. All trash and recycle will be removed from the park and disposed off-site.
- Discussion of COVID affecting Nepal. All parts of Nepal and specifically Khandbari have been hit very hard by COVID-19. They are in badly need of vaccines, oxygen and medical supplies. Mayor Folsom and Narayan have been working with Congressman Neguse to try to get vaccines and financial aid to Nepal. They have had some very positive discussions. In the meantime, the sister city board thought we could ask for donations to purchase machines to fill oxygen tanks. Currently, Nepal is dependent on India for

oxygen tanks and with India going through their own crisis, they are unable to supply any. With funding, equipment can be purchased from China to produce and fill oxygen cylinders. We plan to write and submit a sister city update for the Superior Sentinel, town newsletter which goes out at the first of the month to summarize sister city committee activity and draw attention to this immediate need for funding assistance. Direct appeals can also be made via social media. What that means is we need to finish the website quickly and make sure the donate button is working by the first of June.

### **June 2, 2021**

Board Meeting via Zoom

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey (by phone), Matt Bubernak, Scott Robinson and Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Approval of minutes from May 19<sup>th</sup>.
- Treasurers report – none, Ron absent from meeting. Narayan believes bank account has around \$3,000 balance.
- COVID update – two recent deaths in Khandbari, distant relatives of Narayan, lockdown is in effect, infection rate is fortunately going down.
- We are still going to try and raise funds for helping to fund oxygen equipment. Discussion of funding a for-profit company to provide the equipment for Kathmandu. Ideally 10 different oxygen plants will be created, there are 30 million people. Oxygen facility could cost \$75K to \$150K.
- Another possible project to fund in Khandbari is some improvements to the weekly marketplace. It's very large and disorganized. If organized it could be more efficient and help them generate more income.
- Website update – Matt – still need bios from a couple of members, also need payment for hosting.
- July 17 picnic update. Two bids received for tent rental, Rental City was best price, discussion of payment for tent and rentals. Since this is not a sister city event, the Sankhuwasava community of USA organizing committee will need to collect funds from guests to pay.
- Next board meeting will be at Michelle's house.

### **June 15, 2021**

Board Meeting at Michelle Batey's residence, Superior

Attendees: Narayan Shrestha, Liz Oster, Michelle Batey, Matt Bubernak, Scott Robinson, Allison Cloth and Town of Superior Board of Trustees liaison Mayor Clint Folsom

- No approval of minutes from June 2<sup>nd</sup> due to Internet connectivity issues during meeting and it was cut short and agenda was not finished.
- Introduction, discussion and unanimous approval to appoint Allison Cloth, friend of Michelle's to the Board of Directors. Additional motion and unanimous approval to

appoint Allison to the role of treasurer since she has professional experience as a controller and a replacement is needed for Ron who recently resigned.

- Treasurer's report – none, due to Ron's resignation.
- Update on COVID in Nepal – Narayan is getting regular updates from Nepal, conditions seem to be improving, schools have been directed to re-open by the government. Rep. Joe Neguse wrote a letter to US Secretary of State requesting support for Nepal. US government has sent some supplies as well as other countries.
- Website Update – the website is up and running, will need additional content and work to get the donate function working and linked to the bank account. Future content will include information on travel opportunities to Nepal that would be affiliated with the sister city project. History page could include things that have already occurred such as the pen pal program and other activities with Superior Elementary School 20 years ago.
- July picnic update – planning still ongoing. Confirmed that no large tent will be ordered.
- VIP fundraiser event – October 1<sup>st</sup> at Community Center – Need to clearly define what the fundraiser will be supporting and have this clearly presented on the website. Will use Eventbrite for ticket sales, exploring options for silent auction online platforms, many non-profit organizations have gone to this format with good results. Michelle requested support from town's CAPS committee to help with art setup and writeups. Narayan will invite new Nepal Ambassador to US along with Governor Polis and Rep. Neguse to attend. Discussion of the Nepali delegation visit and activities for them in addition to the October 1<sup>st</sup> event.
- Town of Superior 4<sup>th</sup> of July - discussion of possibly building a float to drive in the parade. Mountain design to showcase Nepal. Need a trailer (Clint checked with town and they don't have one)
- New, future business – discussion of our group's first trip to Nepal. Two options are: February 2022 – ruled unlikely due to ongoing COVID surge and need to start booking things immediately. November 2022, week of Thanksgiving is likely the best, especially for board members who work full time. Clint would still be mayor after the November 2022 election until a new mayor is sworn in, most likely in early December 2022.
- Next meeting – June 30<sup>th</sup>, location to be confirmed prior to meeting.

## **July 7, 2021**

Board Meeting at Superior Community Center

Attendees: Narayan Shrestha, Michelle Batey, Matt Bubernak, Thomas Appel, Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Meeting minutes from June 15<sup>th</sup> approved unanimously.
- Allison, new treasurer has been added to bank account to replace Ron. Everything with banking is updated at this point.
- July picnic update – Narayan. Met with organizers, food has been assigned to committee, anticipate 30 or so local residents will be invited. Would be good to small tents and guests are asked to bring their own chairs. Sister City committee will have a booth at event. Purpose is to seek volunteers for the Oct. 1<sup>st</sup> event. Discussion of

possibly adding members from the Sankhuwasava community on the Superior Khandbari Sister City Board. They have about 5 interested but none are local. Best to provide them with updates and invite them to attend as guests but not add them as board members at this time. Food begins around 11:30, program begins around 1:00.

- VIP fundraising event – tour of community center to discuss layout for event and art show. Event fundraiser will be raising funds to help support the development of their town marketplace with improvements such as adding a restroom facility and a pergola type roof over the space to allow for protection from rain and sun.
- Need letter from Clint to invite Khandbari delegation to the October event for purpose of signing the Partnership Agreement.

### **July 21, 2021**

Board Meeting at Superior Community Center

Attendees: Narayan Shrestha, Michelle Batey, Liz Oster, Allison Cloth, Matt Bubernak, Thomas Appel, Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Approval of July 7, 2021 minutes, unanimous.
- Treasurer's report. Allison is new treasurer, met Thomas at bank to get her listed on the account. Current balance approximately \$2,400.
- July picnic recap – everyone enjoyed event, many would like to be involved in sister city organization and event on Oct. 1.
- Khandbari Mayor invitation – Narayan has spoken with the Khandbari mayor and he is very excited about the invitation for October. He is selecting a group of around 6 for his delegation.
- Khandbari Marketplace Project – the first fundraiser project for the Sister City project is to provide funding to develop the Khandbari Marketplace. Currently, people come to display goods for sale in the open, on the dirt with blankets and there is no protection from the sun and rain. We need further definition of scope of project, what stalls, roof, restroom are envisioned? Need some existing photos, then renderings of what is envisioned, also how to phase the project so work can start sooner, in phased. What is the approximate cost? How much of that is local & federal Nepal government contributing? Approximate timeline for project?
- VIP fundraiser dinner & art show – Anticipate 200 to 250 people. Discussion of task list prepared by Michelle, topics include: Town staff meeting about facility and equipment, food donation, beer & wine will be purchased from Serendipity, entertainment – Narayan has a group in mind for dancing, CAPS coming to Narayan's house for review of artwork, invite dignitaries, social media promotion,
- Penpal program – need lead to meet with principals, get teachers going. Allison & Matt will take the role.
- New Business: Nepal Day - Nepal Day Discussion – several years ago Narayan helped to establish an annual Nepal Day in Boulder during April in recognition of Boulder – Kathmandu sister city relationship. It has declined in recent years, Narayan would like to revive it in Superior or Boulder.

- Update and Presentation to Board of Trustees – request for August 9th
- Meeting adjourned

### **August 4, 2021**

Board Meeting at Superior Community Center

Attendees: Narayan Shrestha, Michelle Batey, Liz Oster, Allison Cloth, Scott Robinson, Town of Superior Board of Trustees liaison Mayor Clint Folsom

- Approval of July 21, 2021 minutes, unanimous.
- Treasurer's report by Allison. No changes with account since last meeting, current balance approximately \$2,400.
- Review of upcoming August 9<sup>th</sup> sister city presentation to the Superior Board of Trustees, all sister city board invited to attend, plan to be there by 6 PM. Michelle will present overview and Powerpoint, Narayan will present the gift to the town.
- Taste of Nepal event, October 1<sup>st</sup> – will be able to sell 150 tickets, should already have most of tables needed, Narayan to provide some additional chairs, maybe no stage rental due to cost and they aren't large enough anyway. \$55 selected as the event ticket price. Cash bar by Serendipity for beer & wine. One free drink ticket will be provided to guests for taking a "selfie" photo by the sister city banner and posting their photos to their social media account to help build awareness of the sister city project. Three restaurants will provide donated Nepali food: Kathmandu, Buddha Café, Tiffen. Narayan to provide restaurant introductions for Michelle & Liz to follow up. He will also speak with some contacts about dancers. Scott to work on Nepali background music that will play during event. Review of the list that Liz created for possible donors of silent auction items. The lists have been divided among board members to each contact a list of vendors. Art show – bids from moving companies are very expensive and may be cost prohibitive. We will look for alternative moving options. Thursday, September 30 – board members to help with moving artwork from Narayan's house to Community Center. CAPS will help with decorating on October 1<sup>st</sup>. Sunday, Oct 3 – move art back to Narayan's house. Friday event: 6-9 PM. Free art show: 10-4 Saturday, 12-4 Sunday. Khandbari mayor and delegation visit to the event is uncertain due to COVID situation in Nepal and various government approvals needed for travel and the short timeframe to obtain the necessary approvals.
- Pen Pal program – Allison did research on other pen pal programs. The most success comes when the teachers in both countries can be connected via email to insure letters are getting written on both sides. Narayan can help with contact in school in Nepal. Schools in Nepal are now in flux now due to COVID. Elementary not currently in session so an alternative idea is for Superior students to write letters of support to students in Nepal. Invite student art from elementary students that will be displayed in the art show October 1-3 and then will be hand delivered to Khandbari by Narayan in mid October.
- Allison has idea of adding a parent of grade school student(s) to the sister city Board of Directors to engage more families in the sister city program.



- Website – Michelle to follow up with Matt for updates.
- Social Media – Facebook page and others have been created, invite friends to join and like.
- Meeting adjourned