



## GREATER DES MOINES SISTER CITIES COMMISSION

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### **NEXT MEETING NOVEMBER 10, 2020, AT 5:00 PM**

**<https://dmgov-org.zoom.us/j/85473179654?pwd=RUZIMVVTbmZRSCtiU0RZUGIGOVVMdz09>**

**Meeting ID: 854 7317 9654 / Passcode: 650787**

## MINUTES

October 13, 2020

Members Present: Lyndi Buckingham-Schutt, Marcus Coenen, Jake Grothoff, Todd Jacobus, Doug Lewis, Joseph Nolte, Roger Nowadzky, Ginny Renda, Angie Ritchie, Vidal Spaine, Sherill Whisenand, Hollie Zajicek, Eleanor Zeff, Li Zhao Mandelbaum

Members Absent: Madeline Goebel, Edgar Ortiz

Staff Present: Joyce Warburton

On Tuesday, October 13, 2020, Chairperson Mr. Nowadzky called the meeting of the Greater Des Moines Sister Cities Commission to order at 5:03 PM via ZOOM Online Meeting.

### MINUTES

Ms. Whisenand moved to approve the September 8, 2020 minutes. Ms. Zhao Mandelbaum seconded the motion. Motion carried.

### FINANCIAL REPORT

Financial report for July 1, 2020 – June 30, 2021 was distributed indicating September 2020 expenses of \$22.78 for publication of the July 14, 2020 Sister Cities Commission minutes in the Business Record and \$50 to reimburse Mr. Nowadzky for the purchase of two (2) gift cards as prizes for the July 19, 2020 Bastille Day Facebook Live Trivia event. Mr. Nolte moved to approve the financial report. Ms. Whisenand seconded the motion. Motion carried.

### COMMISSION CHAIRPERSON'S REPORT

Mr. Nowadzky shared the following written report:

October is the month in which we take the next big step in pivoting the Commission in executing its mission in the "COVID-era" and beyond. Attached is the announcement of the appointments to the standing sister city committees, and to the functional ad hoc committees, which support the standing committees in the general operation of the Commission. All appointments are important functions, and structures for the efficient and effective operation of the Commission, as well as to the continuity, sustainability, and long-term dedication to its mission.

You will note that in addition to the appointments, there is a description of the functions of the ad hoc committees. Just as the City Committee Chairs will be calling an initial meeting of their respective standing committee, the chairs of each ad hoc committees will be calling a meeting of their members to organize around the functions and duties of their committee, and to assign member responsibility for each function.

Perhaps each specific function will entail an establishment of a subcommittee, with the subcommittee chair accountable to the committee chair, and the committee chair accountable to the Chairperson of the Commission. Also note that with some of the ad hoc committees, the Vice Chairperson of the Commission is designated as the Commission's leadership liaison to the committee. That means that the Vice Chairperson of the Commission is in that chain of command, with an additional step of oversight.

Also, I anticipate that as the Commission Chairperson, I will be reinstating regular meetings of the City Committee Chairs. Those meetings in the past were an hour before the regularly scheduled Commission monthly meeting at the location of the Commission meeting. With meetings now being virtual, and dependent on schedules and accessibility to proper equipment, it will need to be determined as to how and when.

Lastly, even while we reorganize, the work of the city committees continues. In this regard, I direct your attention to the Shijiazhuang Committee report. The planning of the 35<sup>th</sup> Sister City anniversary of Des Moines and Shijiazhuang continues, with an official celebration to occur by the end of the year. I also draw your attention to the Pristina Committee report, announcing a change in committee leadership.

If you have any additional questions on these assignments, please contact me. Thank you.

### **Greater Des Moines Sister Cities Committee Appointments**

#### **Fiscal Year/Municipal Year 2020-2021**

**Commission Chairperson:** Roger Nowadzky

**Commission Vice-Chairperson:** Sherill Whisenand

**Secretary/Treasurer:** Function performed by City staff member Joyce Warburton

#### **I. City Committees**

##### **Shijiazhuang Standing City Committee**

Li Zhao Mandelbaum, Chair

Angie Ritchie

##### **Pristina Standing City Committee**

Todd Jacobus, Chair

Lyndi Buckingham-Schutt

Hollie Zajicek (Vushtrri – Norwalk Liaison)

##### **Kofu Standing City Committee**

Joe Nolte, Chair

Jake Grothoff

Vidal Spaine

##### **Stavropol Standing City Committee**

Vidal Spaine, Chair

Marcus Coenen

**Saint-Etienne Standing\* City Committee**

Eleanor Zeff, Chair  
Doug Lewis

**Italian City Exploratory Committee**

Ginny Renda, Chair  
Liaison to the Committee, Vice Chairperson of the Commission

**II. Ad Hoc Administrative Support Function Committees**

**Marketing and Event Management Ad Hoc Committee**

Madeline Goebel, Co-Chair  
Jake Grothoff, Co-Chair

**Event Management Subcommittee**

Madeline Goebel, Chair  
Angie Ritchie  
Jake Grothoff

**Marketing Communications Subcommittee**

Jake Grothoff, Chair  
Lyndi Buckingham-Schutt  
Madeline Goebel

**Finance/Fundraising Ad Hoc Committee**

Joe Nolte, Chair  
Li Zhao Mandelbaum  
Eleanor Zeff  
Liaison to Committee, Vice Chairperson of the Commission

**Governance Ad Hoc Committee**

Marcus Coenen, Chair  
Ginny Renda  
Todd Jacobus  
Doug Lewis  
Liaison to Committee, Vice Chairperson of the Commission

**Education Ad Hoc Committee**

Vidal Spaine, Chair  
Ginny Renda  
Lyndi Buckingham-Schutt  
City Committee Chairs

**III. Appointments of Individual Commissioners**

**Lyndi Buckingham-Schutt**

Pristina  
Marketing and Event Management  
Education

**Marcus Coenen**

Governance Chair  
Stavropol

**Madeline Goebel**

Marketing and Event Management Co-Chair  
Event Management Subcommittee Chair

**Jake Grothoff**

Marketing and Event Management Co-Chair  
Marketing Communications Subcommittee Chair  
Kofu Committee

**Todd Jacobus**

Pristina Chair  
Governance  
Education

**Doug Lewis**

Saint-Etienne  
Governance

**Joe Nolte**

Kofu Chair  
Finance/Fundraising Chair  
Education

**Ginny Renda**

Italian City Exploratory Chair  
Governance  
Education

**Angie Ritchie**

Shijiazhuang  
Marketing and Event Management

**Vidal Spaine**

Stavropol Chair  
Education Chair  
Kofu

**Hollie Zajicek**

Pristina (Vushtrri–Norwalk Liaison)

**Eleanor Zeff**

Saint-Etienne Chair  
Finance/Fundraising  
Education

**Li Zhao Mandelbaum**

Shijiazhuang Chair  
Finance/Fundraising  
Education

**Ad Hoc Committee General Functions**

**A. Marketing and Communications Functions:**

- 1. Marketing Plan** - Create a marketing plan under the direction of the Commission Chairperson and Vice Chairperson, to assist and promote the Commission in accomplishing its goals, objectives and mission.
- 2. Website** - Help the Governance Committee and City Committee Chairs in updating information, photographs of the Commission's portion of the City of Des Moines' website. Design the formatting of the look and information, working with and serving as the liaison between the Commission and City of Des Moines staff website designers.
- 3. Facebook Page** - Manage the Commission's Facebook Page with frequent postings and aggressive presence that is part of a short-term and long-term marketing strategy. Update old aspects of page.
- 4. Commission Newsletter (Electronic Version)** - Compile email addresses from available information, including volunteer information provided by the Governance Committee. Publish Commission Newsletter at least quarterly.
- 5. Press Releases** - Produce Press Releases working in conjunction with City of Des Moines staff.

## **B. Festival/Event Planning Functions:**

- 1. Logistics and Technical Support, Advice, and Material** - Do logistics for events: set up/take down; event staffing assignments; supplying of materials for events, including brochures, participant activities and trinkets/prizes, decorations, signage, displays, etc.

Recording, organizing and tracking of contact information of event attendees for follow-up and future use.

Help provide technical advice and assistance to City Committees in planning programs, events, and incoming delegations.

Create traveling promotional display kit, suitable for set up for when Commissioners make presentations on behalf of the Commission in libraries, schools, at events in which the Commission participates, etc.

Create visual materials, including videos promoting Commission activities and our sister cities, which videos can be looped and run continuously at display tables and events.

- 2. Photographer** - Photograph and video record events and Commission activities or arrange for those events and activities to be photographed and recorded by someone with sufficient skill and equipment for quality and candid photos/videos.
- 3. Commission Report** - Assist the Commission Chairperson in layout, preparation, and publication of annual report of the Commission's activities to be submitted to Mayor and City Council and for other distribution as appropriate.
- 4. Other Promotional Activities** - Create promotional materials and other related promotional activity and communication, with additional related duties as assigned.

**Duties of Marketing and Events Management Co-Chairs:** Coordinate marketing and communication, and event planning and management activities between and among those responsible for each function, as activities and functions overlap.

Coordinate and work with Sister City Committee Chairs and Committees in planning pre- and post-activity promotion.

Work with Sister City Committee Chairs in identifying events such as national holidays, celebrations, and elections, etc. to communicate congratulations to our sister cities and to send condolences and concern when negative events happen, and in crafting appropriate communications concerning those events.

Coordinate with Commission Finance/Fundraising Committee and with Friends of Greater Des Moines Sister Cities.

Report to the Commission Chairperson.

## **C. Finance/Fundraising Functions:**

- 1. Fundraising** - Secure resources including financial and in-kind donations to support specific Commission activities and general organizational funding, including but not limited to

supporting the Friends of the Commission nonprofit corporation in its fundraising activities. Identify corporate and individual donors of money and in-kind donations for specific Commission events and in coordination with the Friends of Greater Des Moines Sister Cities.

2. **Working with Friends Nonprofit Organization** - Make recommendations to the Chairperson of the Commission on appointment of Commission representatives to the Board of Directors for Commission seats on the Friends of Greater Des Moines Sister Cities. The Vice Chairperson of the Commission will act as the Commission's liaison to Friends nonprofit organization, unless the Commission Chairperson appoints otherwise.
3. **Planning and Budgeting** - Assist in coordinated planning and budgeting for Sister Cities Committee programs and Commission related activities. The goal is for long- and short-term planned and coordinated activity, not Sister City Committees competing for the same donors and resources and time slots, creating conflicting Commission activities and resource needs. Coordinate with Commission Marketing and Event Management Committee and Co-Chairs on promotional and resource garnering aspects of Commission events.

**Duties of Finance Committee Chair:** Organize, coordinate, and direct such programing, finance and budgeting functions in helping coordinate and fund Commission activities. Report to the Commission Chairperson and to the Commission Treasurer (if one is appointed).

**D. Governance Functions:**

1. **Commission Procedure Book** - Revise and update the Commission Procedure Handbook with assistance of Sister City Chairs as it relates to their respective sister city's information.
2. **Commission Training and Orientation** - Create new commissioner training orientation and handbook.
3. **Commission Operating Rules and Policies** - Propose rule and by-law changes, and Commission policies, for the efficient and effective operation of the Commission.
4. **Commission History** - Update Commission history including missing years, and writing current year's history for Commission history document.
5. **Commission Webpage** - Update the Commission's webpage with the assistance of the City Committee Chairs, and the Marketing and Event Management Committee.
6. **Volunteer Subcommittee** - Create a Volunteer Subcommittee whose functions include but are not limited to the following:
  - a. Effect name/name change for a volunteer body for the Sister Cities Commission.
  - b. Work with the Marketing and Event Management Committee to develop a logo and marketing tools and materials.
  - c. Determine and create descriptions of all non-commissioner volunteer positions assigned to volunteer membership organizations distinguishing between home hosts, Commission appropriate special status individuals, corporate sponsors, etc.
  - d. Determine benefits for membership of volunteer organizations.

- e. Create volunteer membership applications.
- f. Develop volunteer database.
- g. Chair of the Volunteer Subcommittee, if duties not assumed by the Vice Chairperson of the Commission, shall be to report to the Vice Chairperson of the Commission.

**7. Other Duties** - Perform other related administrative duties as assigned by the Commission Chairperson.

**Duties of Governance Committee Chair:** Organize, coordinate, and direct such governance functions and activities, including but not limited to organizing, coordinating, and directing non-commissioner functions and activities. Report to the Commission Vice Chairperson.

**E. Education Functions:**

- 1. Sister School Partnering** - Help create and support sister school partnering with each of our sister cities.
- 2. School District Cooperation** - Foster communication and cooperation with respective school district administrators.
- 3. Youth Activities** - Explore opportunities for youth involvement in sister city activities.
- 4. Higher Education** - Explore opportunities to support and coordinate with Des Moines area colleges and universities in connecting their students and programs to institutions in the regions of our sister cities.

**COMMISSION VICE CHAIRPERSON'S REPORT**

Ms. Whisenand shared the following written report:

Another month. Another golden opportunity to count our blessings during this ongoing pandemic. The golden opportunity is to step up and help our Sister Cities with fresh eyes and ideas—even if done virtually. To that end, thank you for those who returned their Skills Surveys, giving us a baseline for reorganization of our ad hoc and subcommittees. In reviewing the Skills Survey, we quickly realized that there are many hidden talents within our Commission. To that end, Chairman Roger and I have revamped the Commissioners' responsibility and committee assignments. In no way do these shufflings reflect the past performance of those on various Committees, but it is a “re-do,” “re-set,” and “refresh” for our ongoing efforts to build a strong Greater Des Moines Sister Cities Commission.

I send a special thank you to Doug Lewis who took on the yeoman's task of cataloging and reviewing all the items in our storage area of gifts given by our Sister Cities communities. “One man's junk is another man's treasure,” also applies to the Sister Cities storage items on a shelf at City Hall. To be clear, we do not consider any of these items as junk. We look forward to Doug Lewis' feedback as to what is “treasure,” and what might be recycled. We have yet to decide just exactly how to properly display or highlight the treasures. We have talked in previous months about showcasing these items on our social media. That is where we are at this point.

There is so much to do and so little time. Thank you for stepping forward to assist the Commission with your new or additional committee assignments.

## **COMMITTEE REPORTS**

### ***Stavropol Committee***

Mr. Spaine shared the following written report:

Tatiana Vasilevna is awaiting approval from the Mayor of Stavropol City to release any kind of information about him and also for permission to release his photograph. The Mayor is currently on vacation.

The students in Stavropol are all attending school in-person, but she did reveal to me an increase in Coronavirus cases in the city.

Tatiana also mentioned that the city continues to grow, infrastructure wise, and she has seen a rapid rise in the number of small businesses. She looks forward to showing me all of this in my next visit.

She regrets the current situation around the world and looks forward to an opportunity when we will be able to send a delegation to Stavropol and vice versa.

She sends warm greetings to all of our former delegates who visited Stavropol, and also sends special well wishes to former Commissioner Darlene Blake. Darlene led a delegation to Stavropol a couple of times and formed a rather close friendship with Tatiana.

Ms. Warburton reported the final voting for the 5<sup>th</sup> piece of artwork to be framed is as follows: #5, #7, #12, #3, and #13. Following discussion regarding the method to be used for displaying of the artwork, Ms. Whisenand suggested that Mr. Spaine work with herself and Mr. Nowadzky on the final framing of the artwork.

### ***Shijiazhuang Committee***

Ms. Zhao Mandelbaum shared the following written report:

There have been quite a lot of activities with Shijiazhuang this month. As we are approaching the end of the year, it's important for us to set a date for our virtual 35th anniversary celebration. Based on our last conversation with the Foreign Affairs Office, there are a couple of proposed dates, as well as proposed formats, for the actual event.

Given the time needed for planning, the fastest would be some time mid-November. The second option would be the first week of December, and the last option would be mid-December. Given the time difference between our two (2) cities, some ideal times that would work best for both of us would be 5:30 pm - 7 pm Central European Time (CET) [7:30 am - 9 am in China], or 7 am - 8:30 am CET [9 pm - 10:30 pm in China].

Proposed format:

1. Mayors from both cities give congratulations remarks to be followed by renewal of signing Sister City Memorandum of Understanding (MOU). This could be at the end of the celebration. Depends on Mayors' schedules.
2. Congratulations videos or live comments from current community leaders and past sister cities leaders. With photos highlighting our past exchanges if it's videos.
3. Video of both cities (investment, tourism and education focus).
4. Short cultural performance (5 minutes) from both Shijiazhuang and Des Moines.



5. Leaders from business communities from both cities share economic collaborations. Representatives share stories in educational, cultural exchanges between our two (2) cities.
6. Friendship eSport tournament between City of Des Moines and City of Shijiazhuang (can be a separate event followed by the formal celebration depending on how long it takes).
7. Conclusion of the event - looking ahead toward our 40th.

The Shijiazhuang Foreign Affairs Office is very excited by all the proposed activities, and we will be scheduling calls this week to finalize plans. They also shared a letter from Mayor Deng in response to Mayor Cownie's letter thanking them for the donated personal protective equipment (PPE).

## 石家庄市人民政府

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Dear Mayor T. M. Franklin Cownie:

It is nice to get your letter. I am very pleased to learn that the materials donated by our city have provided effective protection for the first-line medical workers in your city to fight the epidemic. In the face of the COVID-19, as sister cities for many years, both our cities helped each other, hand in hand, overcame difficult times together, which reflected our sincere and everlasting friendship, and will certainly promote the friendship to a high level.

This year marks the 35th anniversary of our city relationship and is well worth celebrating and commemorating. However, the global epidemic situation has not dissipated, the planned face-to-face celebration may not be achieved. I very much agree with your proposal to carry out online celebrations in the two cities, and our foreign office will take the initiative to strengthen communication and exchanges with Mr. Roger and Ms. Zhao Lijuan to promote online celebrations in the two cities and to hold them as soon as possible in due course.

In the future, it is hoped that the two cities can realize mutual visits as soon as possible and further strengthen personnel and information communication. I hope to work hand in hand with you and actively explore multi-sphere and all-round mutually beneficial cooperation for the benefit of the people of the two cities.

I wish your city prosperity!

I wish you good health, smooth work and all the best!

Sincerely yours,

Deng Peiran



Mayor of Shijiazhuang:

September 30, 2020

This year also marks the 35th anniversary for Sister City relations between Chicago and Shanghai, as well as Kentucky and Jiangxi. Chicago and Shanghai will be holding their celebration in the November and December timeframe, and I have been in communication with their committee chair, Mr. Xue Yang. Kentucky and Jiangxi just held their celebration by having an economic seminar focusing on trade in September. I have spoken to their event chair, Bruce Zou. Attached please find their event summary.

## **Memo: World Trade Center Kentucky - China Program**

### ***Overview:***

The second wave of Chinese investment is discovering why Ky. is a must-see location and a top place to do business in America's heartland. With an eye to the future, we want to start building new relationships with and within China. Much of the Chinese investment in Ky. has been the purchase of existing facilities. The next wave will be Chinese companies establishing new facilities because of Kentucky's favorable business climate, its programs to develop and supply a qualified workforce for the long term, and the state's manufacturing, distribution and logistics industries.

The World Trade Center Kentucky China program exclusively focuses on helping member companies understand the dynamics in capitals--trends, risks, and opportunities in doing business with China that will impact their business and trade practices. At the same time, national governments play a pivotal role by setting foreign policy agendas, subnational level engagement matters because that is where the rubber meets the road. A granular understanding of business community issues will help businesses venture into untapped markets in Kentucky and China and give them the foresight to avert risks and establish partnerships to facilitate future growth.

Currently, nine Chinese-owned companies operate facilities in Ky. employing about 9,000 people with another six businesses planned and 350 jobs announced. Ky.'s export industry supports more than 143,000 jobs statewide. China was Ky.'s sixth-largest export destination in 2018 behind Canada, France, the United Kingdom, and Brazil, with a total trade amount exceeding \$10 billion in goods and services.

Kentucky has two sister provinces in China, Jiangxi, and Chongqing (Provincial-level municipality). Three Ky. communities have Sister City relationships with locations in China:

- o Louisville – Chengdu
- o Morehead – Yangshuo County
- o Pikeville – Ankang

### ***Program Scope:***

- Intergovernmental Exchange Program: The program aims to connect Kentucky state trade agencies, chamber of commerce as well as various associations with their counterparts of Kentucky sister provinces and cities in China. There are organized panels to feature key state officials as well as community leaders to address the subnational engagement to enlarge business collaboration channels.
- Global Executive Program: The program intends to create a robust relationship-building mechanism to facilitate exchanges with headquarters of Chinese-owned enterprises. CEOs or chairmen/chairwomen from Chinese-owned enterprises shall share their experiences of doing business in the US and offer their perspective on business practices in China. The program's goal will enable Kentucky companies or local economic development agencies to be engaged in learning

more about future investment plans from Chinese enterprises who are currently operating in the United States.

- Educational Outreach Program: The program suggests to expand outreach into universities and high schools to create a virtual learning environment with a multicultural approach. Depends on the service demands from various levels of education, there shall be a virtual classroom engagement between students from Kentucky and Kentucky's partner states and cities. It will provide a pipeline significantly for the next generational business leaders by having students learn about international trade, facilitating cultural appreciation, and people to people exchanges.

***Pilot Program:***

2020 marks the 35th anniversary of Kentucky and Jiangxi's sister state and province relationship. We shall utilize such historic opportunity to launch a program with a focus on agricultural trade, business investment opportunities, and addressing the concerns over compliances as well as regulations by inviting business and government leaders on an interexchange forum.

- Section 1: Keynote address from state and provincial government or chamber of commerce/association leaders (5-8 mins each)
- Section 2: Two Panel discussions on "Challenges and Opportunities: E-Commerce and International Trade" and "Business Investment Environment after Covid-19 in Kentucky and Jiangxi" (25 mins each)
- Section3: Closing with US Commercial Services representatives or World Trade Center Kentucky executives. (5-8 mins)

Suggested dates: Late August or early September

Suggested Stakeholders and Key Participants (KY only): World Trade Center Kentucky, Kentucky Cabinet for Economic Development, Kentucky Department of Agriculture, Valvoline, Lexmark, GEA, Alltech, Phoenix Paper, Two Rivers Fisheries, Birtley Industrial Equipment, and any KY businesses who has an interest in learning business opportunities with China.

We look forward to a wonderful celebration in the coming few weeks.

Ms. Zhao Mandelbaum also shared that Mayor TM Franklin Cownie had recently written a letter to Mayor Deng Peiran encouraging the City of Shijiazhuang to join ICLEI - Local Governments for Sustainability. ICLEI is an excellent resource for cities in their sustainability efforts.

Ms. Whisenand made a motion that the Commission authorize up to \$500 toward production costs related to putting on the 35<sup>th</sup> anniversary virtual celebration with the understanding that it will take place in

November but reserving the right to move it to December. Ms. Zhao Mandelbaum is also given authorization to travel at her own expense to Shijiazhuang to deliver a plaque or piece of art in honor of the anniversary. Ms. Renda seconded the motion. Motion carried.

### ***Saint-Etienne Committee***

Dr. Zeff shared the following written report:

The Saint-Etienne committee has not met this month, and there are still travel restrictions between the two (2) countries. The committee continues to keep updated on conditions in Saint-Etienne with regards to the COVID-19 situation. It was reported on the news in France on October 8 that Saint-Etienne has been declared a COVID Red Zone and put back on confinement according to its mayor, Gaël Perdriau.

In light of this news and our continuing inability to connect in person or to exchange visits, and also considering our difficulties in Des Moines with COVID, I was thinking that perhaps we could prepare a report in conjunction with our Mayor about what we are doing vis-à-vis the pandemic here in Des Moines (business, education, job creation, prevention methods, hospital information, restrictions, etc.) that we could share with our sister cities – i.e., what works and what has not worked, type of informative report – in the hopes that there are some ideas we could share and exchange that would benefit both entities. We could perhaps prepare a power point to share among the sister cities in the hopes of finding some useful connections.

### ***Pristina Committee***

Mr. Nowadzky shared the following written report:

I have been serving as Acting Chair of the Pristina Committee for a number of months, since the departure from the Commission of the two (2) previous chairs. This will be my last report as Acting Chair, as I am pleased to announce the appointment of Todd Jacobus as the new Chair of the Pristina Committee.

Todd is a new member of the Commission, and it is infrequent that a new member assumes the responsibility of a committee chair. However, in addition to Todd's leadership skills, he has an extensive knowledge of and experience in Kosovo.

A city committee chair becomes the champion for the relationship between our community and that of a specific sister city, in addition to the normal responsibilities of supporting the mission of the Commission to all our sister cities. And more than ever in this unique time of pandemic disruption, all our city committees need to be champions, and lead by the dedication and hard work of their chair. So, with this in mind, I welcome Todd to the Commission and to the Pristina Committee. The Vice Chairperson of the Commission and I are committed to assisting Todd in helping him understand the operation and protocols of this "working commission" and its organizational culture of transparency and team work.

Mr. Jacobus reported that the American Chamber of Commerce in Kosovo is scheduled to visit Iowa October 22-25 with meetings taking place on October 23<sup>rd</sup> with several different industries. The meetings will be to further discuss and educate individuals with what took place on September 4<sup>th</sup> in Washington, DC when an economic agreement was signed.

### ***Vushtrri, Kosovo***

Ms. Zajicek shared the following written report:

A whole lot of great things are happening for Kosovo right now! I'm sure most are aware of the historic peace and trade agreements that the Trump Administration announced a few weeks ago. Essentially, Kosovo and Serbia have agreed to the U.S. proposed deal to normalize all economic relations between both countries, along with bilateral recognition in multiple areas. Both Serbia and Kosovo also agreed to move their Embassies to Israel's capital of Jerusalem. What this means is that now Kosovo has an immense amount of new opportunity through these new partner countries. They will benefit from all the countries in the Balkans as well as allies of the U.S. and Israel. The President's Administration also announced a new US-Kosovo Economic Incentive Program that we will be able to utilize for new business and development opportunities.

This coming week two (2) delegates from the Kosovo government and the Kosovo American Chamber of Commerce will be in Des Moines to discuss with partners the new programs and benefits available through the peace and trade deals. The Consulate is holding a team Zoom meeting as well as a few private meetings with economic development leaders. More to come, but this is a game changer for our Consulate, our State relationship, Kosovo, and the Balkans as a whole!

***Kofu Committee***

Nothing new was reported at this time.

***Italy Committee***

Nothing new was reported at this time.

**OLD BUSINESS**

No Old Business was discussed at this time.

**NEW BUSINESS**

No New Business was discussed at this time.

**ADJOURNMENT**

Motion to adjourn was made by Ms. Whisenand and seconded by Mr. Nolte. Motion carried. Meeting adjourned at 6:09 PM.

**NEXT MEETING**

The next meeting will be **November 10, 2020 at 5:00 PM.**