



Commission on International Relations & Cultural Liaison Encounters

C.I.R.C.L.E. Commissioners

John Jackson
Chair

Sarahann Arcila
Vice-chair

Eric Spears
Treasurer

Harry Underwood
Social media Specialist
Secretary

Chie Canady

Mary Jean Quiller

Aaron Guest

Akear Mewborn

Samantha Wooden

Merrill Rushin

February 16, 2021

Virtual meeting: Zoom

- Meeting called at 5:18pm. Chie Canady, Eric Spears, Harry Underwood, Merrill Rushin, John Jackson, Sam Wooden, Sarahann Arcila, Akear Mewborn, Aaron Guest, and Mary Quiller attending.
- Minutes from last minutes: Eric moves, Merrill seconds. Minutes approved.
- Treasurer's report: Eric asks about the IRS filing, how we should file. Should we file as a government agency or non-profit? Mr. Guest says he can check around.
- Letter to Kiryu:
 - John says that mayor's office approved the letter from January, and it will use their letterhead, but the mayor won't sign it personally because it's a CIRCLE initiative.
 - Chie mentions that Kiryu has a new mayor.
 - Question as to how to send the letter through DHL or through the CSU courier.
 - Eric suggests that it would be best to send the letter through the CSU courier.
- Merrill moved to adjourn. Mary seconded. Meeting ended at 5:45pm.
- Next meeting: March 16 at 5:15pm.