



**AGENDA FOR THE
ORDINARY MEETING
OF SELWYN SISTER CITIES
COMMITTEE**

**TO BE HELD IN THE
SELWYN DISTRICT COUNCIL
ROLLESTON**

THURSDAY 11 SEPTEMBER 2025

DIRECTLY FOLLOWING THE AGM

Sister City Committee 11 September 2025 - Ordinary

Attendees: Allison Rosanowski; Sarah Walters; Bill Woods; Hugh Bigsby; Sumi Hayakawa-Buist; Judith Pascoe; Bruce Russell; Calvin Payne; Karen Meares; Kelvin Coe; Nick Krijon; Amanda Wright; Pete Buyers

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**Agenda for the
Ordinary Meeting of Selwyn
Sister Cities Committee**

**to be held in the
Karumata Meeting Room**

**Selwyn District Council
Rolleston**

Thursday 11th September 2025

Directly following the AGM

Welcome

Present

Apologies

Identification of Extraordinary Business

Conflicts of Interest

Items to add to the Agenda

Confirmation of Minutes

That the Selwyn Sister Cities Committee confirms the minutes of meeting held on 29th May 2025 as circulated.

Matters arising from the Minutes

Correspondence Inwards and Outwards

Financial Report

General Business

Meeting Closed

Correspondence – Inwards and outwards

- CEO and Nicola Sutton re Review
- Committee many emails
- Yubetsu- numerous re Visit
Thank you follow up
- Akitakata- thank you to Mayor fir visit
Peace Day message
- Bill Wood's daughters re Sister City gifts
- Toraja- Lordna Lambe re possible visit and request for teachers
- Coventry- Independence Day greetings
- Shandan- Invitation to Dunhuang Cultural Conference- Mayor and Allison
Angela from Shandan Bailie Vocational College re possible December 2025 visit
- Greymouth John Paul second College re Rewi Alley study following Council Heritage
staff being unable to give lecture on Rewi Alley
Bernard Duncan, Graeme Dawson and Jocelyn Alley- Watkin re assistance
- Springfield School- request for Rewi Alley Curriculum material
Eric Livingstone re NCEA documents prepared by Margaret Austin
Request for PTA help for Commemoration event
- Graeme Dawson Springfield Township Committee Chairperson
- Chinese Consul Generali- invitation to Ice breaker at Lyttelton
Numerous re Commemoration event China- invitations sent to Selwyn residents,
schools and election candidates
Invitation to Movie- Sinking of Lisbon Maru Commemoration of End of WW11 in
- Shandan Fellow Liu Lin – her thanks plus her review of time in Selwyn
- Susan Steven – Homestay
- Culture Fest
- Drinks and nibbles invitation and replies
- Phyll Maw- Selwyn Reserves re replacing panel at Rewi Alley memorial
Mark and Bob White
Eric Livingstone request for assistance as to who made original panels
- MFAT – Japan re Lake Akan conference in Hokkaido and their possible visit to
Yubetsu
- Malvern News, Selwyn Times, Global Cities NZ

General Business

- **Yebetsu – Sumi**
- **Shandan**
Possible visit from four persons for Rewi Alley Anniversary- includes request to
spend time at Darfield High School and ARA
Waiting for funding- normally granted in September.

Selwyn visit to Shandan in September 2026.

- **Toraja**
Barana Headmaster is concentrating on building extension so the school student t
population can be increased.
Request to send students
- **Culture Fest- Sunday 14th September-**
Work sheet attached
- **Commemoration event for end of WW2 in China and honouring Rewi Alley**
- **Movie the Sinking of the Lisbon Maru**
- **Local Elections**
Engage with candidates to inform them about Sister Cities
- **Sister City Review process**
- **Items added to Agenda**

Meeting closed at ...

Minutes from a Meeting of the Selwyn Sister Cities Committee

**Held on Thursday 29 May 2025
at 4.30pm at Selwyn District Council, Rolleston.**

Present

Allison Rosanowski (Chairperson), Judith Pascoe, Nick Konijn, Cr Bob Mugford, Calvin Payne. Karen Meares, Kelvin Coe, Bruce Russell, Sarah Walters, Amanda Wright (Darfield High School), Liu Lin (Selwyn Exchange Student 2025), Lily Chin (Gansu Fellow),

Apologies

“That the apology from Sumi Hayakawa-Buist be received.”

C Payne/K Meares

Carried

Presentations

1. Liu Lin is an agriculture teacher with a masters degree and teaches in the College of Modern Agriculture at the Shandan Bayley Agricultural College. Lin is the 2025 Selwyn Exchange Student.
2. Dr Lily Chin is the 2025 Selwyn Gansu Fellow and introduced herself.

A farewell will be held for Liu Lin on 8 July and both Liu Lin and Lily Chin will give presentations.

Minutes

“That the minutes of the meetings of 4 March 2025 be confirmed.”

B Mugford/N Konijn

Carried

Matters Arising

1. Letter to Shandan suggesting change of date for the Selwyn visit scheduled for June 2025 to September 2026 due to insufficient interest.
2. Shandan Young Agriculture Workers visit not going ahead as no funding received from the Gansu Government.
3. Yubetsu Student exchange – no update.
4. Waiting in information from SDC staff the gift list.

Chairperson’s Report

- This report as contained in the agenda was received.

Additional comments

- The passing of former committee member, Bill Woods, was noted.
- The passing of Mr Takeuchi, instrumental in setting up the Yubetsu/Selwyn relationship was noted.
- Incorrect payments by SDC to the student host will be corrected.
- Best wishes to Lily Chin for her Gansu Student Exchange visit.
- Invitation to be made to Torajah to visit.

“That this report be received.

A Rosanowski/K Coe

Carried

Correspondence

As listed.

"That the correspondence as listed in the agenda be received."

K Coe/B Mugford

Carried

Financial Statement

- An additional \$60 expenditure to be added for gifts for Yubetsu, Japan.
- Corrections to be made to Liu Lin's homestay host payments.
- Cost of \$385 for business cards to be added.
- Current balance is \$3392.

"That the Selwyn District Council Sister Cities Committee accepts the financial report as circulated and noting that Shandan student costs, cost of business cards and Yubetsu gifts are to be added."

A Rosanowski/K Meares

Carried

General Business

12.1 Sister City Review Process

- Cr Mugford has discussed with the CEO.
- Darfield High School has noted that there was no interest from Council in their student group to visit China next year to look at business activities.
- Noted that the Sister-City relationships are focussed on person to person relationships. Council is to examine the process again and the setting-up documents.
- C Payne noted the need for an international department at the Council and that the relationships are built on voluntary time.
- A Rosanowski and C Payne have been contacted by the Selwyn Times with questions re the presentation. A Rosanowski circulated the information sent to the Selwyn Times and will send to the Mayor and the CEO.

12.2 Gansu Fellowship visit.

8 enquiries were received re the fellowships. Fellowship awarded to Dr Lily Chin.

12.3 Yubetsu Delegation.

- Email from S Hayakawa-Buist, Noted that this relationship is continuing through the schools however the 90 day exchange visit is not taking place this year, A student group will visit at the end of the school year.
- Delegation visiting Yubetsu in late June – A & P Rosanowski, S Hayakawa Buist & P Buist, J Pascoe, K Meares.
- Official letters needed from MCB to take to Yubetsu.
- C Payne noted that MCB has a budget of \$1000 for official gifts and are providing an A5 plaque at a cost of \$400 with both English and Japanese wording in memory of those setting up the relationship for the Japanese garden at Levi Park in Rolleston. Garden still to be named.
- A Japanese garden is also being built at Darfield High School to recognise the relationship between the schools.
- Official gift to take to Yubetsu is an electronic photo frame with Selwyn photos.

12.4 Confucious Institute Principals Delegation to China

Now timed for the September school holidays. Information has been recirculated to school principals and 4 indications of interest received.

12.5 Chinese School Competition

Alterations to the competition to a longer time frame and division into two age groups suggested. Awaiting final version.

12.6 MOU – Toraja and Barama

MOU signed to enable hosts to access to funds for N Konijn visit.

12.7 Bill Woods Memorabilia

The family have accessed if Council could take relevant memorabilia. The committee will need to see the Sister City memorabilia before agreeing to this to determine relevant articles. Agreed to organise this for July,

12.8 Liu Lin Farewell

To be held at the Darfield Library/Service Centre on the 8th July. Returns home on 10 July. Committee members will provide weekend activities.

12.9 Toraja

An invitation the Buparti and the Headmaster of the Barana Christian Secondary School with Lordna as interpreter has been made. Dates are yet to be decided. Noted that waste and recycling would be topics of interest to them.

12.10 Coventry

A proposal to invite the local government CEO and/or the new Mayor and the Education Superintendent to visit in March 2026. Costings needed and budget to be checked. A message will be sent to Coventry to acknowledge Independence Day on 4 July.

12.11 Rewi Alley Anniversary on 2 December 2025

Sister schools with those in Shandan County to be included.

12.12 Sister City Panels

Could be displayed in the foyer of the Rolleston office and moved around other offices for display. One panel is currently being displayed in the Rolleston office foyer. Mr Mugford is currently storing.

There was no further business and the meeting closed at 6.08pm.

DATED this day of 2025.

CHAIRPERSON

Selwyn Sister Cities

Financial Statement

Reconciliation of 2024/2025 Financial Year	\$
Full year Budget 2024/2025	\$10,000
Income	
	<u>\$750</u>
Total Income as at 23th May 2025	<u><u>\$750</u></u>
Expenses	
Rewi Alley Book	\$0
Gift	\$461
Catering	\$95
Tree memorial park	\$0
Yubetsu Delegation Visit	\$0
XuePing HomeStay	\$0
Shandan Delegation Visit	\$0
Chinese Gansu Delegation	\$1,122
Plaque	\$1,325
Insurance Student	\$242
Homestay	\$1,560
Other	\$0
Sister City Subscription	\$794
Meeting	<u>\$0</u>
Total Expenditure as at 23th May 2025	<u><u>\$5,598</u></u>
YTD Surplus / (Deficit) balance	\$5,152

**Selwyn Cultural Fest
Sister City Exhibition
Sunday 14th September
10.00 am to 3.000 pm
Lincoln Events Centre**

- This year all stalls will be outside on the carpark .We will be provided with a three sided and roofed tent plus two tables and two chairs.
- This means we will have to do set up and take down on Sunday.
- Below are list of things we need to do and request for help.

Tuesday 9th September	Locate Sister City banner and stand	Therese	Allison or Bob will pick up on Thursday 11th
Before Thursday 11th September	Guest list Activities List Explanations for photos	Therese- material supplied by Allison	Allison pick up Thursday 11th September
Before 11th September	Large photos of recent activities Yubetsu Gansu Fellowship Liu Lin Commemoration event	Judith and Allison- can Council Communications produce these? Nick -Toraja photos- one large plus selection of smaller	Allison Pick up Thursday 11th August
Thursday 11th September	Selection of gifts and plaques from Council cupboard and drawers	Allison and Judith	
Sunday 14th September	Deliver panels to Lincoln b y 8.30 am	Bob	

8.30 to 10 am	Set up display	Allison, Judith and Bob	
Need	Tape, drawing pins, weights for anchoring panels, table cloths pens		
10 am to noon	Two people to man display and chat to visitors	Amanda	
Noon to 2 pm	Two people		
2.00 to – 3.00 pm and then pack up by 4.00pm	Two people	Nick	3.00 pm Bob will take panels to return to Council next week.
Following week	Return gifts etc to Council		

- **What have I forgotten?**

Please get your response to me by Saturday 6th September .

**Thanks everyone
Allison Rosanowski**