

∞ The Ward M. Canaday Center ∞
for Special Collections
The University of Toledo

Finding Aid

➤ **Toledo Sister Cities International** ◀
Records, 1992-2003

MSS-203

Size: 3 linear feet

Provenance: Sister Ann Francis Klimkowski

Access: Unrestricted

Collection Summary: This collection covers the period when Sister Ann Francis Klimkowski served as president of the Toledo chapter of Sister Cities International (SCI). Included are administrative documents as well as records regarding Sister Cities International and Sister Cities relationships, programs and events, conferences, speeches, press releases, periodicals, and audio-visual materials.

Subjects: [Civic Interests](#), [Ethnic Culture](#)

Related Collections: Association of Two Toledos Collection, 1609-1994, MSS-071, Carl and Jacqueline Zerner and Family Association of Two Toledos Collection, MSS-119, John Yeager Association of Two Toledos Collection, MSS-120

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Completed by: Stephanie Shook and Casey Stark; revised by Tamara Jones, January 2007; last updated: October 2014.

Toledo Sister Cities International Records, 1992-2003

Historical Sketch

The Sister Cities International (SCI) program began on September 11, 1956, under the administration of President Dwight D. Eisenhower. It is a national, non-profit organization that strives to promote cultural, economic and educational development between United States cities and cities throughout the world.

Toledo Sister Cities International (TSCI), founded on August 1, 1992, is a branch of the SCI national program. It was created by an advisory board of community leaders, the Lucas County Port Authority, Toledo Edison, the Private Industry Council, and the City of Toledo. The pre-1992 sister city relationships were formed through the initiative of private citizens and businesses. Then, in 1992 TSCI was created to unite the already created sister city relationships and to promote the development of future affiliations. Toledo had formed the very first US-sister city connection with our namesake, Toledo, Spain, in 1931. Toledo's other six sister cities are: Londrina, Brazil (1975), Qinhuangdao, China (1985), Szeged, Hungary (1990), Poznan, Poland (1991), Toyohashi, Japan (2000), Tanga, Tanzania (2001), Delmenhorst/Bremen, Niedersachsen, Germany (2002).

TSCI won the bid for hosting the 2002 Sister Cities International Annual Conference. By this time, the United States had connections with 1900 US cities and 124 countries. The conference was held July 17-20, 2002, at the Seagate Convention Center in downtown Toledo. The conference featured opening ceremonies, meetings, workshops, luncheons, a mayoral reception, tours of Toledo, and closing ceremonies. Over 600 delegates and 300 guests from 28 countries attended the conference.

**Toledo Sister Cities International
Records, 1992-2003**

Scope and Content Note

The Toledo Sister Cities International records begin 1992 and end in 2003, which represents the period during which Sister Ann Francis Klimkowski served as president of the chapter. They are arranged in seven series: Administrative Documents, Sister Cities International and Sister City Relationships, Programs and Events, Conferences, Public Interest, Miscellaneous and Audio-Visual materials.

Series 1, Administrative Documents, The collection starts with administrative documents including board and committee minutes and agendas, reports, correspondence, membership information, financial information, programs, proposals, and legal documents.

Series 2, Sister Cities International and Sister City Relationships, The next series continues with information regarding Toledo's sister cities and potential sister cities.

Series 3, Programs and Events, follows with records of youth programs and featured events.

Series 4, Conferences, includes records regarding the 2002 Annual Sister City Conference held in Toledo. These include planning and committee documents, promotional items, financial aspects, and correspondence.

Series 5, Public Interest, The collection concludes with presentations and speeches, press releases, and periodicals in which the SCI or TSCI programs are featured. The last items include information of the TSCI website,

Series 6, Miscellaneous, consists of miscellaneous correspondence.

Series 7, Audio Visual, contains four VHS recordings.

**Toledo Sister Cities International
Records, 1992-2003**

Folder List

Box	Folder	Item
		S1. Administrative Documents
1	1	Mission and Goals
1	2	Policy
1	3	Organizational Chart
1	4	Job and Committee Descriptions
1	5	Executive Committee Minutes & Agendas 1994-1996
1	6	Executive Committee Minutes & Agendas 1997-2003
1	7	Executive Director's Report 1996-2003
1	8	Board of Trustees Minutes & Agendas 1993
1	9	Board of Trustees Minutes & Agendas 1994
1	10	Board of Trustees Minutes & Agendas 1995
1	11	Board of Trustees Minutes & Agendas 1996
1	12	Board of Trustees Minutes & Agendas 1997
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1	14	Board of Trustees Minutes & Agendas 1999
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1	18	Board of Trustees Minutes & Agendas 2003
1	19	Board of Trustees Membership Lists 1994-2002
1	20	Advisory Board Minutes & Agendas 1993
1	21	Nominations & Nomination Committee 1993-2001
1	22	Various Committee Reports/Minutes 1995-1996
1	23	Various Committee Reports/Minutes 1997
1	24	Various Committee Reports/Minutes 2000-2001
1	25	Various Committee Reports/Minutes 2002-2003
1	26	Board of Trustees Retreats
1	27	Proposals Submitted by Committees
1	28	Board of Trustees Correspondence 1993-1994
1	29	Board of Trustees Correspondence 1995-1996
1	30	Board of Trustees Correspondence 1997-1998
1	31	Board of Trustees Correspondence 1999
1	32	Board of Trustees Correspondence 2000
1	33	Board of Trustees Correspondence 2001
1	34	Board of Trustees Correspondence 2002
1	35	Board of Trustees Correspondence 2003
1	36	Annual Report 1994-1995
1	37	Annual Report to the Toledo City Council 1996
1	38	Annual Membership Meeting Minutes 1995-2003
1	39	Annual Meeting Minutes 1996-2003
1	40	Resumes & Biographies

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1	41	Letters of Recommendation
1	42	Letters of Resignation
1	43	Member Evaluations of Executive Director
1	44	Membership Committee Minutes & Agendas
1	45	Membership Database 1999
1	46	Membership Miscellaneous
1	47	Membership Lists for Programs, Languages, Sister Cities, & Volunteers 2002
1	48	Letters to Members
1	49	Various Budgets 1993-2003
1	50	Various Financial Statements 1993-1998
1	51	Various Financial Statements 1999-2002
1	52	Internal Financial Audits
1	53	Financial Correspondence
1	54	Fund Raising Campaigns
1	55	TSCI Community Development Grant Agreement
1	56	Planning
1	57	Program & Partnerships
1	58	Program Updates
1	59	Budget Proposals
1	60	Incoming Proposals
1	61	Outgoing Proposals
1	62	Proposals to Toledo City Council
1	63	TSCI Agreements with the City of Toledo
1	64	Legal Documents and Ordinances

S2. Sister Cities International and Sister City Relationships

2	1	Sister Cities General Information
2	2	International Visitors List
2	3	Correspondence with Domestic Sister Cities
2	4	Bosnia & Herzegovina
2	5	Londrina, Parana, Brazil & Tango, Tanzania
2	6	Qinhuangdao, China
2	7	Delmenhorst, Germany
2	8	Szeged, Hungary
2	9	Toyohashi, Japan
2	10	Poznan, Poland
2	11	Russia & Ukraine
2	12	Toledo, Spain
2	13	Correspondence with the Association of Two Toledos

S3. Programs and Events

2	14	TSCI Ambassadors Program
2	15	Toledo International Hostel Guesthouse Corporation
2	16	Open World Program

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2	17	Young Artists Program
2	18	Youth Programs Correspondence
2	19	Youth Exchange & Scholarship Programs
2	20	International Youth Academy Programs
2	21	Youth Program Miscellaneous
2	22	Invitations & "Thank You" Letters
2	23	Events
2	24	Masked Bash 1995 & 1996

S4. Conferences

2	25	Sister Cities International Annual Conference 1992
2	26	SCI Annual Conference, July 1994 in Louisville, KY
2	27	SCI Annual Conference 1995 in Beijing, China
2	28	SCI Annual Conference, July 1995 in Indianapolis, IN
2	29	SCI Annual Conference, July 1995 in Indianapolis, IN (Board of Directors packet)
2	30	SCI Annual Conference, 2001 in Atlanta, GA (Conference Information)
2	31	SCI Annual Conference 2001 (Organizational Information)
2	32	SCI Annual Conference 2002 in Toledo, OH, Proposal with Letters of Recommendation
2	33	SCI 2002 Conf., Toledo Information and Statistics
2	34	SCI 2002 Conf., Steering Committee Minutes & Agendas 2001
2	35	SCI 2002 Conf., Steering Committee Minutes & Agendas 2002
2	36	SCI 2002 Conf., Special Events Committee Minutes & Agendas 2001-2002
2	37	SCI 2002 Conf., Volunteer & Information Committee
2	38	SCI 2002 Conf., Pre-Conference & Satellite Committee
2	39	SCI 2002 Conf., Workshop Committee
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2	41	SCI 2002 Conf., Legal Documents, Licenses, & Agreements
2	42	SCI 2002 Conf., Equipment & Audio-Visual Needs
2	43	SCI 2002 Conf., Ground Transportation Information & Schedules
2	44	SCI 2002 Conf., Promotions & Press Releases
2	45	SCI 2002 Conf., Conference Publicity
2	46	SCI 2002 Conf., Brochures and Souvenir Programs
2	47	SCI 2002 Conf., Conference Schedules
2	48	SCI 2002 Conf., Events
2	49	SCI 2002 Conf., Confirmed Attendees
2	50	SCI 2002 Conf., Advertising Forms for Souvenir Program
2	51	SCI 2002 Conf., Fund Raising Financial Information
2	52	SCI 2002 Conf., Trade Show & Sales Financial Information
2	53	SCI 2002 Conf., Miscellaneous Budgets
2	54	SCI 2002 Conf., Payment Request Forms
2	55	SCI 2002 Conf., Financial Statements
2	56	SCI 2002 Conf., E-Mails, August-December 2001
2	57	SCI 2002 Conf., E-Mails, January-February 2002

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- 3 1 SCI 2002 Conf., E-Mails, March-April 2002
- 3 2 SCI 2002 Conf., E-Mails, May-June 2002
- 3 3 SCI 2002 Conf., E-Mails, July 2002
- 3 4 SCI 2002 Conf., E-Mails, No Dates
- 3 5 SCI 2002 Conf., Post Conference "Thank You" Letters
- 3 6 SCI 2002 Conf., Faxes 2001-2002
- 3 7 SCI 2002 Conf., Drafts of Letters
- 3 8 SCI 2002 Conf., Correspondence Letters 1998, 2000, & 2001
- 3 9 SCI 2002 Conf., Correspondence Letters January-June 2002
- 3 10 SCI 2002 Conf., Correspondence Letters July 2002 (Before & During
Conference)
- 3 11 SCI 2002 Conf., Correspondence Letters Post Conf. July-September 2002
- 3 12 SCI 2002 Conf., Youth Program Correspondence
- 3 13 SCI 2002 Conf., News Articles

S5. Public Interest

- 3 14 Presentations and Speeches
- 3 15 Press Releases
- 3 16 Sister Cities International News-Periodical
- 3 17 Toledo Sister Cities International Newsletter
- 3 18 "What's Happening" Ohio Sister Cities Newsletter
- 3 19 Newspaper Clippings
- 3 20 News Articles & Undated Newsletters
- 3 21 Sister Cities International Website

S6. Miscellaneous

- 3 22 Miscellaneous Correspondence
- 3 23 Miscellaneous Outgoing Correspondence

S7. Audio-Visual

- 3 VHS 1, 2002 Conference, Toledo Sister Cities, Opening Ceremonies, 7-18-
02 A.M.
- 3 VHS 2, 2002 Conference, Toledo Sister Cities, 7-20-02 A.M.
- 3 VHS 3, 2002 Conference, Toledo Sister Cities, 7-20-02 P.M., 1 of 2
- 3 VHS 4, 2002 Conference, Toledo Sister Cities, 7-20-02 P.M., 2 of 2