

Richmond-Shimada Friendship Commission

Wednesday, January 8, 2020

6:00pm

Shimada Room, 440 Civic Center Plaza

MINUTES

1. Call to Order and Roll Call
Commissioners: Yas Aoki, Maryann Jacobson, Esther Takeuchi, Evan Sirchuk, Zelda Holland, Marilyn Lee Leong, Robyn Rickansrud and Valerie Snider
Guests: Chris Gioia, Angela Anthony (2019 Chaperone) and Helen Chen (2019 Ambassador)
2. Reading and approval of the minutes
 - a. Marilyn Lee Leong motioned to approve the minutes, seconded by Zelda Holland and approved unanimously
3. Input on the Agenda
 - a. Added discussion of youth ambassador schedule
 - b. Host Families for March 2020 – Connie, Robyn Rickansrud and a family referred by Yas Aoki.
4. Commissioner Reports
 - a. Esther Takeuchi – Thanked Evan for the Miso Hot Pot Dinner event and suggested to make it an annual event. She also stated the commission to participate in the MLK Celebration hosted by J-Sei. Commissioners are welcome to join the celebration on January 20th at 9am.
 - b. Maryann Jacobson – Attended the RCOC Christmas Party. It wasn't conducive to networking on behalf of the commission. The next meeting is February 13th from 5pm to 7pm at the Chamber. Evan Sirchuk may be able to attend.
5. Important Business
 - a. Commissioner Elections – Positions of Chair or Co-Chairs, Vice Chair, Secretary and Treasurer are available. Evan is interested in being the chair for one more year, but will not be available next year due to the time commitment. Commissioners are invited to serve in any position. Nominations will be made at the next meeting.
 - b. 2020 NorCal Cherry Blossom Festival Grand Parade – Marilyn provided a report and asked if the commission wanted to participate. Marilyn agreed to completing the application on behalf of the commission. Valerie Snider made a motion to participate in the parade, Maryann Jacobson seconded and the item passed by a unanimous vote.
 - c. Status of Richmond Ambassador Applicants - The adult applicants were asked to provide a resume and letters of recommendation prior to the interview. Sirchuk asked previous chaperones to participate in the interview process. A suggestion of holding group interviews was made. A discussion ensued about various interviewing processes. The commission preferred to hold phone interviews to narrow the number of applicants. Applicants will sign up for available time slots for the phone interview. Commissioners can sign up to call applicants.

- i. In person Interviews: Evan Sirchuk, Maryann Jacobson, Robyn Rickansrud, Angela Anthony and Valerie Snider
 - ii. Prescreening Phone interviews: Evan Sirchuk, Trina Jackson, Marilyn Lee Leong and Angela Anthony (if needed).
 - iii. Google doc to applicants by 1/10, sign ups by 1/14, phone calls on the 16th, 17th and 18th. Applicants will be notified that if they are selected for the second phase (in person interview) on 1/24. Angela and Evan will work on the google doc.
 - d. End of year celebration Hot Pot Dinner – approximately 20-30 ppl attended. Evan will submit a receipt of \$46.57 for reimbursement of the cost of soup. He also indicated that his mother donated \$40 to the commission. It is suggested that the celebration be an annual event.
 - e. Richmond and Shimada business connections - Tabled
 - f. Shimada Ambassador Visit – Potential Activities: Richmond Rotary invited the 2020 Shimada Ambassadors to their lunch; Steve Kirby suggested a visit to the Art Center.
 - i. Evan will send an email to Shimada to clarify the use of photos. The commission won't post to social media, but would like to use for documenting activities.
 - ii. Marilyn will check with Peter Defabio about a date for the Sayonara Dinner
 - iii. Evan invited commissioners to work with him on the schedule
 - iv. Schools – DeAnza Shimada Club, John Henry, Richmond, El Cerrito, Pinole, Hercules, Kennedy, Washington Elementary, Karmatsu (Valerie will contact)
 - v. Dates: March 20 through March 27th. 3/28 ferry to SFO
 - vi. Trina to check with Bates about trip to Pixar
6. Good of the Order/Adjournments – 7:53pm