

Richmond-Shimada Friendship Commission

Minutes

Wednesday, February 2, 2022

---(Via Zoom Call)---

Join Zoom Meeting

<https://us02web.zoom.us/j/81541002778?pwd=dmdUWmJzN3JTc05DQThGNmFPdVBpZz09>

Meeting ID: 815 4100 2778

Passcode: 020222

**(THE ZOOM LINK ABOVE CAN BE USED EFFECTIVE MARCH 2, 2022)**

1. Call to Order and Roll Call

*(Highlighted or checked Names Attended)*

- Evan Sirchuk, Chair
- Valerie Snider, Secretary
- Maryann Maslan, Commissioner
- Jamie Brown, Commissioner
- Yas Aoki, Commissioner
- Esther Takeuchi, Commissioner (Vote By Email)
- Zelda Holland, Commissioner
- Robyn Rickansrud, Commissioner
- Trina Jackson-Lincoln, Staff Liaison
- Arianna Rodriguez (Guest/Former Ambassador)

2. Reading and approval of minutes

**Discussion about how many commissioners make a quorum - who is still a commissioner? Esther, Yas, and Zelda are “grandfathered in” as honorary commissioners, but can’t attend Zoom meetings. Can we consider them “on hiatus” during Covid restrictions? If so, the commission membership is 5 members, with a quorum being 3 (50% plus 1). Valerie will summarize prior meetings that were never formally submitted as minutes, so that at the March meeting we can approve prior minutes and be up-to-date.**

3. Commissioner Reports **none**

4. Input on Agenda **none**

5. Important Business

**1) Evan is writing a “how-to” manual for the future commission chairperson(s). It will be a road-map for all of the duties of the commissioner, for example, posting of the agenda, recruiting host families,**

recruiting students, arranging travel for students going to Japan, arranging activities for the Japanese students when they are in Richmond. The google doc is available to all commissioners for their input.

2) Evan proposes we think about new programs people would be interested in, for example connecting American and Japanese students/commissioners through shared hobbies. Trina suggested language-learning “meet-ups” via Zoom. Discussion around 2 ways this can happen: one-to-one “Zoom Pals”; and structured meetings with about 10 Japanese and 10 American students with a teacher/facilitator with a pre-arranged topic that the students will discuss (example: favorite foods). Evan created a Google doc, “Structure-New Virtual Student Exchange”. Everyone can contribute their ideas.

 Structure - New Virtual Student Exchange

3)Trina announced that we have a fiscal sponsor, The Richmond Community Foundation. She is meeting with a representative of the organization to work out the details and she will report out at the next meeting. They will be the fiscal sponsor for all of the Richmond sister city commissions.

4)Evan reported that he is ready to ship the gift basket to Japan. He estimates the cost of the gifts and postage to be about \$400 to \$500. This amount, plus the stipends paid to the performing arts groups (in connection with the 60th anniversary celebration) is well under the \$2,000 that the commission approved for the event.

Good of the Order/Adjournment meeting adjourned at approx. 7:45