

Richmond-Shimada Friendship Commission  
**Meeting Minutes**

Wednesday, August 4th, 2021  
---(Via Zoom Call)---

1. Call to Order and Roll Call

*(Highlighted or checked Names Attended)*

- Evan Sirchuk, Chair
- Valerie Snider, Secretary
- Maryann Maslann, Commissioner
- Jamie Brown, Commissioner
- Yas Aoki, Commissioner
- Esther Takeuchi, Commissioner (Vote By Email)
- Zelda Holland, Commissioner
- Robyn Rickansrud, Commissioner
- Trina Jackson, Staff Liaison

2. Reading and approval of minutes

3. Commissioner Reports

4. Input on Agenda

5. Important Business The joint Richmond-Shimada 60th Anniversary event is Saturday Dec. 11, 2021 from 5:00pm to 7:00pm California time

- Checking in on Tasks
  - Valerie Update on possibility of in-person meetings.
  - Jamie - Updates on sketches from Mayor
- Can we have students visit on March 2021
  - City attorney approval required?
    - Reach out to Trina on the 16th when she is back in office.
  - Takashi would like to know so that they can plan.
- 60th Anniversary Event
  - List of possible presentations: Gather content from local highlights and art orgs.
    - Update from Maryann on reaching out to arts organizations with \$100 stipend per artist.
      - Los Cenzontles cultural group

- Other Artists or orgs
- Finalize gift list and budget
  - a \$1000 budget is allocated for the 60<sup>th</sup> anniversary.
    - Evan Requested Remote Vote from Ester so we can Vote on funds allocation.
  - Evan looked at the most recent Commission bank statement. The balance in the account is \$14, 594.81. Valerie asked what is the process for spending the money; she will ask Trina via email.
    - Let's review Trina's response, is she back from Honeymoon?
  - [Shimada Gift Basket Item Ideas](#)
  - Order Rich City Clothing
  - Shirts are coming from Richmond, have they arrived already at city hall? not sure where/if they were sent.
- We still have water bottles and soft lunch boxes
- Art to showcase in Richmond:
  - [https://drive.google.com/drive/folders/1rsCnh4Q69Chrzk8y1\\_S45DfZBydJhE\\_j?usp=sharing](https://drive.google.com/drive/folders/1rsCnh4Q69Chrzk8y1_S45DfZBydJhE_j?usp=sharing)
  - <https://www.dailykos.com/stories/2020/12/28/2004523/-Shellmond-park-sprang-from-miracles>
- Is an in-person event possible? (Covid Concerns)
- In Person Event Planning (If Possible by December)
  - Evan provided a link to the master list of commissioners, host families, former ambassadors, and others who we will invite to the event. Evan predicts we will have a maximum of 40 people.
  - Valerie suggested first sending a "save the date" email before the formal invitation. Maryann suggested the 2nd week of October for the "save the date" announcement, so we have an idea about how many people will attend.
  - Jamie suggested we order bento boxes for those who plan to attend (at the expense of the attendee). Someone will have to pick up the boxes and bring them to the venue.

- Maryann suggested a room at the Richmond Library. Valerie will contact Trina about the possibility of renting the room.
- City council Presentation The presentation will last about 5 minutes.
  - Was supposed to be on 27th of July
  - Speech:
    - Richmond-Shimada Friendship Commission Presentation the the Ci...
    - Thank you to Jamie for writing this.
    - Meeting items were delayed due to prior meeting cancelation.
    - Not sure of the next meeting, maybe the 17th of August?
- Penpal opportunities with Shimada Residents
  - We still have four Japanese penpals ready for letters!

## 6. Good of the Order/Adjournment

### Useful Resources:

[Programs Proposed by the Shimada Side](#)

[Richmond Shimada 60th Event Schedule](#)