

## **Richmond-Shimada Friendship Committee Minutes**

### **March 2, 2016**

#### I. Call to Order

The meeting was called to order at 7:00pm.

Present were Commissioners Steve Pinto, Marilyn Alford, Yas Aoki, Esther Takeuchi, and Zelda Holland, Staff Liaison Trina Jackson, and guest Marisa Alford.

#### II. Reading and Approval of Minutes

The minutes from the previous meeting were not available for review.

#### III. Commissioner Reports

There were no reports.

#### IV. Open Issues

##### a. Review of interview process (selections)

There was one applicant from Hercules High School and 3 applicants from Leadership High School. All of the students were females. There was one teacher. The ambassadors will pay \$1,500 each.

Commissioner Takeuchi made a motion to send all four of the applicants to Shimada. The motion was seconded by Commissioner Alford.

##### b. Finalizing Itinerary

Commissioners Alford, Commissioner Holland, and Marisa Alford will take the Shimada Ambassadors from BART to the senior center. Marisa Alford and Commissioner Holland will pick up via BART at 12:30pm. The other commissioners will pick up at the senior center. At 12:30pm, Commissioner Takeuchi will arrive with food and the parents will join.

##### c. Setting the Summer Dates

Orientation dates were requested of Commissioner Aoki.

- Set higher expectations
- Host family leads
- Current ambassadors to present during the first orientation

The first orientation will potentially take place in late March (March 14-18, 2016) at 5:30pm in the Richmond Room.

The second orientation will potentially be held at Commissioner Aoki's home in early April on a Saturday. The current Richmond Ambassadors will attend.

d. Homestay Procurement Updates

There were none.

V. Good of the Order

The next meeting is Wednesday, April 6, 2016.

Respectfully submitted,

Zelda Holland, Secretary