

## *Richmond-Shimada Friendship Commission*

Wednesday, November 1, 2017 Minutes

7:00 p.m. Shimada Room

440 Civic Center Plaza, Richmond, Ca.

- I) Call to Order - Meeting was called to order at 7:05 PM with Commissioners Yas Aoki, Esther Takeuchi, Zelda Holland, Marilyn Alford, Evan Sirchuk and guest Marisa O'Dell attending.
  
- II) Reading and approval of minutes - The minutes from the October meeting were unavailable; to be approved at future meeting.
  
- III) Input on Agenda
  - a. Evan Sirchuk welcomed as newly appointed commissioner; he was appointed at the 9/19/2017 City Council meeting.
  - b. Fundraising - Continued to the next meeting.
  - c. April 2018 Shimada Adult Delegation - Masanobu Osada, Shimada Richmond Friendship Association will send details.
  - d. Nominations and Elections - Continued to the next meeting.

#### IV) Commissioner Reports

- a. Evan Sirchuk - received an email from Mr. Osada; more details to come; Evan to visit Shimada after March student visit and before April delegation; he will serve as a link to the groups; Mr. Osada would like to meet with Evan when in Shimada; Evan would like to be briefed on commission plans and goals for alignment. Evan is willing to bring back tea gift for fundraising. Marilyn to ask Steve Pinto to request tea.
- b. There were no other reports

#### V) Important Business

- a) Summer Applications – Interview dates and interview protocol. 12/15/17 is deadline for applications. Commission to meet 1/3/18 to screen applications and narrow prospective applicants for interviews which will be set-up for mid-January with interested panelists: Zelda, Yas, Evan, Marilyn, Sharolyn, possibly Marisa if needed; Trina participated last year. Evan suggested reading 2017 Summer Ambassador applications. Marisa suggested inviting applicants to a commission meeting prior to interviews. Evan would like to get former adult ambassadors together to put together a resource manual to

support/coach for role in Shimada. Marilyn to give list and email addresses to Evan for coordination.

- b) April, 2018 delegation from Shimada - information pending from Mr. Osada for a 3 day visit; Evan to include Steve and courtesy copy Marilyn in discussions; RSFC will plan some activities for the guests.
- c) Fundraising - Direct appeal from local businesses discussed; Golden Gate Fields has a concession fundraiser using 2 shifts of 10 adults, ages 18+ - may be proposed to 2018 ambassadors to assist offset costs; profits may be split dependent on number of participating volunteers per ambassador and the commission. JACL donated \$100 in the past - Esther will check with JACL.
- d) Contra Costa JACL 2017 Advertisement - ongoing annually; \$75 to be paid this week by Trina for ad for "Greetings for the Holidays, RSFC".

VI) Good of the Order/Adjournment - The meeting adjourned at 8:20 PM; next meeting will be 12/6/17.