



**Richmond-Zhoushan Friendship Commission Meeting**  
**November 10, 2021**  
**4pm via Zoom**  
**AGENDA**

- I. Welcome and Roll
  - Present
  - Absent
- II. Acknowledgement of guests and potential commission applicants.
- III. Review and approve minutes from previous meeting(s).
- IV. Treasurer's Report
  - Commission raised funds - \$1,288.71
  - City allocated funds - \$1000.00
- V. Update on Recognition of Jim Matzorkis
- VI. Status of proposed Interactive Communication Program with the Zhoushan.
- VII. Discuss updates needed to the commission websites
- VIII. Other matters of interest
- IX. Schedule the next meeting
- X. Adjourn

# Jim Matzorkis Memorial

Jim Matzorkis worked as the Richmond Port Director for 17 years. Thanks to his guidance and leadership, the Richmond Port saw growth in its partnerships with various local and international businesses to include Auto Warehousing Company (AWC). Jim was instrumental in building the relationships with The City of Richmond's sister cities, Zhoushan, China and Shimada, Japan, increasing trade and educational growth.

Sadly, Jim passed away at his home on December 20, 2021, following complications from Covid-19. He was surrounded by his loving family members. Jim left behind many family members, friends and business acquaintances who were used to his gregarious approach to business and growth of the Richmond Port. A job he loved doing.

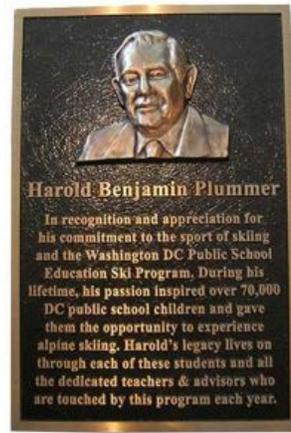
In an effort to memorialize Jim's unwavering devotion to the Richmond Port and its businesses, the Richmond-Zhoushan Friendship Commission would like to propose a memorial to be erected at the Port of Richmond at a cost TBD and funded by donations garnered by the Richmond-Zhoushan Friendship.

The following are ideas proposed for a fitting memorial:

1. A Plaque posted at the entry to the Richmond Port, in Jim's Honor.



2. A Photo Relief Plaque posted at the Richmond Port Administrative Office.



3. A memorial bench and/or plaque and the viewing point, just west of the Red Oak Victory Ship and Port Administrative Offices.

