



## Richmond-Zhoushan Friendship Commission Meeting

September 15, 2021

4pm via Zoom

AGENDA

- I. Welcome and Roll
  - Present
  - Absent
- II. Review and approve minutes from previous meeting(s).
  - May
  - June
- III. Treasurer's Report
  - Commission raised funds - \$1,288.71
  - City allocated funds - \$1000.00
- IV. Nominations and appointments of new chair and vice chair due to the resignations of Commissioners Zhao and Lewis.
- V. Discussion on how the commission will organize and strategize on projects and programming.
- VI. Review and discuss email from Zhoushan on the proposed Interactive Communication Program with the Zhoushan Greentown Yuhua School.
- VII. Review and discuss the invitation from Zhoushan officials to Richmond officials to attend the Zhejiang International Friendship Cities Exchange Exhibition in Yiwu, China, Zhejiang Province from November 12<sup>th</sup> through the 15<sup>th</sup>.
- VIII. Pending Old Business
  - Update on Jim Matzorkis Scholarship to send Richmond Youth to Zhoushan, China
    - i. Review Application Sample

- ii. Use of donation link on <https://www.zhoushanrichmond.org/> - pending response from James Lee
- Review and provide input on donation solicitation letter
  - i. The draft was sent to Martinez, Sara and Eric for input in June
  - ii. Compile list of potential donors and/or how to use the letter

IX. Other matters of interest

- Councilmember Bates will sponsor an item to rename the entrance sign to the Port of Richmond on Canal as the “Jim Matzorkis Port” AWC has agreed to share the cost of the sign.

X. Schedule the next meeting and consider new meeting schedule

- Continue to meet monthly or change to bi-monthly or quarterly meetings
- Date of next meeting

XI. Adjourn