

Richmond-Shimada Friendship Commission

Wednesday, Feb 1st, 2023

---(Via Zoom Call)---

1. Call to Order and Roll Call

(Highlighted Yellow or checked Names Attended, Green highlighted indicates the commissioner is on hiatus until return to in-person meetings)

- Evan Sirchuk, Chair
- Valerie Snider, Secretary
- Maryann Maslan, Commissioner
- Jamie Brown, Commissioner
- Trina Jackson-Lincoln, Staff Liaison
- Robyn Rickansrud, Commissioner
- Arianna Rodriguez , Commissioner
- Esther Takeuchi, Commissioner
- Zelda Holland, Commissioner

- Ana Speros, guest from the Hercules Sister City program

2. Reading and approval of minutes - ***The December minutes were emailed and the January minutes were approved by a motion from Commissioner Snider and seconded by Commissioner Maslan.***

3. Commissioner Reports - ***No reports***

4. Input on Agenda

5. Important Business

- Working on student visit calendar -***The commission reviewed the draft schedule and assigned follow up tasks.***
- There are 8 students coming in March: 7 girls and 1 boy; 1 sensei, and 1 commissioner (Osada). Total 10 individuals.
 - i. Fill in gaps
 - ii. List contacts for each visit in the contact sheet
https://docs.google.com/document/d/1fYHCbBELz-UO6HJvoi8i0ARCcr_KEmVlHdXQq9KMDxU/edit
- Results from Host Family recruitment email.
 - i. Home Visits

- ii. Host Family Packet
 1. Handbook
 2. Application/Info Form
 3. Background Check Form
 4. Merge All Docs into 1 Packet

Discussion and Outcome:

Need hosts for four guests. There was a suggestion to reach out to families associated with the Hercules program that may be interested in hosting guests.

Home visits will take place for all host families to refresh rules and responsibilities. A host family packet will be provided with a profile of the students. Valerie will update the written material.

Trina will review the Background Form and check with RPD to process.

Arianna is working on scheduling visits to local schools.

Jaime will contact RYSE about their availability for a visit

Trina to ask LEAP to host a conversational English class once or twice.

Trina to speak with reserving the senior center for the welcome 3/20 and sayonara 3/27

Trina will check on a van to pick up ambassadors from SFO on 3/20

- Follow up on outing Ideas.
 - Richmond Rotary Club: Jamie can “introduce” Maryann to Tom Butt regarding the students’ attending a Rotary meeting.
 - Get Discord ready for Student group – ***no discussion***
 - i. Update on discord nitro upgrades
 - ii. Past Notes: [Structure - New Virtual Student Exchange](#)
 - Fiscal Sponsor Update – ***Trina has obtained the appropriate staff to send the data too and will compile the pictures to forward to RCF***
 - i. Update from Trina about donation page
 - ii. 1st draft of donation page text: [Text For Giving Page \(Donations\) v001](#)
 - iii. Getting Money from mayor for camera
 - iv. Order Camera
6. Good of the Order/Adjournment