

**Richmond-Shimada Friendship Commission**  
**Wednesday, November 6th 2024**  
**– (In-person + Zoom call (for non-Commissioners) –**

**Join Zoom Meeting - Please note this link has changed:**

<https://us06web.zoom.us/j/84890870671?pwd=LEyDcQArT7Rg8JdOK7HzKhe8Fc5fQZ.1>

**Meeting ID:** 848 9087 0671

**Passcode:** 699159

1. Call to Order and Attendance: **at 6:27 p.m.**  
(Highlighted yellow or checked in attendance)
  - Jamie Brown, Chair
  - Valerie Snider, Vice Chair-Treasurer
  - Maryann Maslan, Secretary
  - Arianna Rodriguez, Commissioner
  - Esther Takeuchi, Commissioner
  - Zelda Holland, Commissioner
  - Mindy Pines, Commissioner
  - Liana Ngo, Commissioner
  - Trina Jackson-Lincoln, Staff Liaison
  - Mary Marable, Staff Liaison
  - Evan Sirchuk, volunteer to the Commission - via Zoom
  - Ana Speros - of the Hercules Sister City Association - via Zoom
  - Cesar Zepeda, City Council Member - via Zoom
2. Reading and approval of October minutes - **Approved**
3. Agenda Review (to amend or remove but not to add)
4. Treasurer's Report - **Valerie reported no change from last month: \$13,463.20**
5. Other Commissioner Reports
  - a. Chair report on presentation to the City Council
    - i. **Jamie and Valerie attended the Oct 22nd meeting over Zoom and gave a report about the 2024 cultural exchange between Richmond and Shimada, about the upcoming 2025 exchanges, and about the planning for the 65th anniversary in 2026.**
6. Old Business (to be actioned or archived)
  - a. Fundraising Subcommittee
    - i. Report from the Subcommittee - meeting minutes distributed separately



2. Takeo will also confirm whether Shimada can accept 5 Richmond Ambassadors.
- iii. Visit from Shimada Commission President
  1. Takeo is planning to travel to Richmond in March 2025, on a separate schedule from the Ambassadors. He would like to stay with a host family and is interested in meeting the Mayor/City Council, and he would also like to thank Soyoha's host families from 2023.
- iv. Invitation to 2025 Obi Matsuri
  1. Shimada will invite a Richmond delegation to the Obi Matsuri from 10/10 - 10/12. Formal invitation pending.
    - a. **Jamie gave a soft invitation to the Shimada commission to come to Richmond in 2026 for the 65th anniversary.**
- v. Next Meeting
  1. Takeo would like to hold another Zoom meeting after the Shimada Ambassadors are selected. Riho and Toshie may also join.
- e. Email signature block
  - i. Discussion carried from October Meeting
    1. **Moved to December meeting**

## 7. New Business

- a. Trina's leave of absence
  - i. **Trina will take a leave of absence from November 2024 until May 2025. Mary will join the Commission as staff liaison during this time.**
- b. RSFC Zoom account
  - i. **Jamie purchased the subscription upgrade for \$17.19 per month and will submit a receipt for reimbursement.**
- c. RSFC google drive account
  - i. **The commission discussed upgrading to Google One for more storage at around \$2 per month. Ana will do research and the commission will vote on it in the December meeting.**
- d. Host Family Interest

