



Richmond-Zhoushan Friendship Commission

3:00 p.m.

Join Zoom Meeting

<https://us02web.zoom.us/j/82082165869?pwd=ejVON055elpvZVBxVzFad3pLQUI2dz09>

Meeting ID: 820 8216 5869

Passcode: 020922

Zhoushan Commissioners will be in person at 450 Civic Center Plaza, Point Molate Room Conference Room

Meeting Minutes of September 17, 2025

I. Welcome and Roll

- Present-Commissioner Nat Bates, Commissioner Lucy Zhou, Commissioner Maragret Lee, Commissioner Joseph Kong
- Absent- Commissioner Bobby Winston

II Review and approval of minutes: Motion to approve meeting minutes of August 17, 2025, by Commissioner Margaret Lee, seconded by Commissioner Lucy Zhou, passed unanimously.

III. Treasurer's Report:

Bank Account - \$2527.77

\$174 was reimbursed to Commissioner Lee for 10 jars of honey from the Richmond Farmer's Market as gifts to the Zhoushan Officials on 8/22/25. The \$174 will be reimbursed and applied to the City Allocated Funds \$740

\$80 – Business Cards for Commissioner Bates

\$180.50 – Pasties for meet and greet and bags of Catahoula Coffee beans as gifts

IV. Update on students potentially coming to Richmond to participate in conversational English Classes at Contra Costa College: Commissioner Bates stated that this issue will be discussed after the Zhoushan Commission returns from their visit.

V. Report on August 22, 2025, from the Zhoushan Delegation: Commissioner Nat Bates commended the visit and tour, stating that he particularly valued the reception. He concluded by noting that the event was executed very well. Trina Jackson-Lincoln provided the following written notes from the meeting with city officials. In addition to the topics outlined in the Mutual Agreement, a discussion included interest in establishing an education exchange program. The delegate suggested opportunities for Richmond youths to visit Zhoushan and for young public officials from Zhoushan to visit Richmond. The Zhoushan representatives also invited the City of Richmond to attend the 7th U.S. – China Sister Cities Conference, scheduled for October 25–27, which will focus on education and urban revitalization. Additionally, they expressed interest in exploring training opportunities at the Port particularly related to bulk and river transportation.

- VI. **Update on October 25, 2025, visit to Zhoushan as guests of our Sister City:** Commissioner Lucy Zhou will research travel agents to secure the best pricing options for commission members and provide follow-up so final travel arrangements can be completed. The attendance counts for those traveling to Zhoushan is six, including commissioners and guests. Additionally, Commissioner Zhou will work with Jason to confirm the official start date for the Zhoushan Delegation's hosting of the Zhoushan–Richmond Friendship Commission.

- VII. **Update of additional appointments to the Commission:** Commissioner Bates stated that he will follow up with Mayor Eduardo Martinez, noting that several candidates have been proposed, with two awaiting review and approval.

- VIII. **Other matter of interest:** Commission will discuss the student exchange program at next meeting.

- IX. **Next meeting:** October 8, 2025

- X. **Adjournment: the meeting adjourned at 3:55 p.m.**