

Richmond-Zhoushan Friendship Commission

MINUTES

October 29, 2018

- I. **Welcome and Roll Call** – *Commissioners Sara Zhao, Stanley Li, Joseph Kong, Eric Peterson, Jessica Liu, James Lee, Leonard Berry and Staff members Jim Matzorkis, Lucy Zhou & Trina Jackson*
- II. **Review minutes from the August meeting** – *minutes approved as written (Commissioners Berry & Lee)*
- III. **Status of new Zhoushan Commission Bank Account** – *no change to account balance*
- IV. **Report from Subcommittees**
 - a. **Education** – *Commissioner Peterson reported that the Zhoushan teachers are assisting in the Chinese classes at DeAnza High School and attend English classes in the mornings.*
 - b. **Business and Economic Development** – *No report*
 - c. **Tourism** – *Commissioner Lewis emailed a report that he has met with Chinese tour and travel clients regarding agreements at Visit RichmondCA hotels in 2019. JBA (Travel Agency?) will be in Richmond for tours the week of November 12.*
- V. **View presentation videos to market Richmond** – *The commission reviewed the video and suggested updating the introduction, possibly include a message from the city manager and state the commission objective.*
- VI. **Other matters of interest** – *The commission asked staff Trina Jackson to contact*
 - a. *LuZhen Qxiang to inquire about applying to the commission. He and his wife are currently hosting the teachers from Zhoushan;*
 - b. *Contact Walter Fong about attending the commission meetings via phone; and*
 - c. *Check on the commission application from Ms. Wei Li*
- VII. **Confirm date and location of next meeting** – *December 10, 2018 at 4pm. The leads of the subcommittees will schedule meetings in November.*
- VIII. **Adjourn**