



**Richmond-Zhoushan Friendship Commission Meeting  
Minutes  
August 12, 2019  
4:00pm to 5:00pm  
Shimada Room, Richmond City Council Chamber**

- I. Welcome and Roll Call
  - *Commissioner Alex Golovets was present*
  - *Commissioners Matt Lewis, Leonard Berry and James Lee via phone*
  - *Councilmembers Nat Bates and Eduardo Martinez and staff members Jim Matzorkis, Lucy Zhou and Trina Jackson were present.*
- II. Review minutes from the June 19 and July 8, 2019 meeting
  - *The minutes were not approved due to lack of a quorum*
- III. Status of donor letter distribution.
  - a. Donations received
    - *\$250 from Mack 5*
    - *Additional contact with potential donors will be made*
  - b. Provide direction on how received donations will be distributed.
    - *The item was moved to the next agenda due to lack of a quorum*
- IV. Revise and confirm list travelers (maximum of 8) per the request of Zhoushan Mayor and General Director of Culture and Tourism
  1. Matt Lewis, Commissioner
  2. James Lee, Commissioner
  3. Demnlus Johnson, Liaison, Councilmember
  4. Eduardo Martinez, Councilmember
  5. Nat Bates, Councilmember
- V. Discuss travel arrangements and coordination of delegation to the International Islands Tourism Conference (IITCZS), August 28-30, 2019 (new conference dates)
  - *The commission reviewed and discussed the travel arrangements. Some of the commissioners are no longer able to attend due to the date change.*
- VI. Reports from subcommittees – No reports

- a. Education
  - No report
- b. Economic Development
  - No report
- c. Tourism
  - *Hilltop Shops are proposing a Cal Visitor Center at the mall.*
  - *Finalist? Decision will be made within a couple of weeks. (need clarification from Matt Lewis)*

VII. Other matters of interest

- *Mr. Forest from John Henry High School in Richmond announced that he and a colleague are proposing to start a pen pal program with John Henry and schools located in the sister cities of Richmond. The commissioners and staff were open to exploring the idea and asked for additional information.*

VIII. Schedule the next meeting

- *Tuesday, September 17<sup>th</sup> at 3:30pm*

IX. Adjourn