

Richmond-Shimada Friendship Commission

Agenda

Wednesday, October 6th, 2021

---(Via Zoom Call)---

<https://us02web.zoom.us/j/82336607965?pwd=RnczeHpwNXJLZ1hoeFdpQmlnM3Z5dz09>

Meeting ID: 823 3660 7965

Passcode: 020321

1. Call to Order and Roll Call

(Highlighted or checked Names Attended)

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

2. Reading and approval of minutes

No minutes were provided for the September meeting.

3. Commissioner Reports

No reports

4. Input on Agenda

5. Important Business

- The joint Richmond-Shimada 60th Anniversary event is Saturday Dec. 11, 2021 from 5:00pm to 7:00pm California time
- Checking in on Tasks
 - Jamie - Updates on sketches from Mayor
 - No updates on sketches but \$200 for 360 Camera.
 - Next step is a non-profit connection to accept the funds.

- California Japan sister city association, reach out via phone or email.
 - Evan Will reach out ASAP
- Can we have students visit on March 2022?
 - City attorney approval required.
 - Trina suggested we ask for approval in October
 - Takashi would like to know so that they can plan.
 - email him with an update about waiting till late October to ask again.
 - Time to ask the city attorney again, what is the best strategy?
- 60th Anniversary Event
 - List of possible presentations: Gather content from local highlights and art orgs.
 - **Update from Maryann on reaching out to arts organizations with \$100 stipend per artist.**
 - **\$100 each for 2 org and 1 individual**
 - **\$50 for flowers to Richmond art center**
 - How do we pay artists?
 - via Trina Jackson-Lincoln
 - [Shimada Gift Basket Item Ideas](#)
 - Evan will order shirts and Honey
 - We still have water bottles and soft lunch boxes
 - Some still available or all donated?
 - Is an in-person event possible? (Covid Concerns)
 - In Person Event Planning (If Possible by December)
 - Basement Multipurpose space is available for max of 20 attendees
 - Evan will look into other options possibly for more people
 - Projector
 - Screen
 - tables
 - seating

- Saturday 6pm evening availability
- restaurant option?
- Evan provided a link to the master list of commissioners, host families, former ambassadors, and others who we will invite to the event. Evan predicts we will have a maximum of 40 people.
- Valerie suggested first sending a “save the date” email before the formal invitation. Maryann suggested the 2nd week of October for the “save the date” announcement, so we have an idea about how many people will attend.
- Jamie suggested we order bento boxes for those who plan to attend (at the expense of the attendee). Someone will have to pick up the boxes and bring them to the venue.
- Joint Meeting with Japanese team to discuss content/logistics.
 - Review results from this meeting.
 - received notes from jamie and trina
- Video content for 60th
 - Target delivery date?
 - Evan needs to download videos as outlined by Maryann
 - Filming at RAC Friday at 10am
 - Evan will then need to edit that
 - schedule a voiceover session with Maryann.
- Penpal opportunities with Shimada Residents
 - We still have four Japanese penpals ready for letters!

6. Good of the Order/Adjournment

Useful Resources:

[Programs Proposed by the Shimada Side](#)

[Richmond Shimada 60th Event Schedule](#)