



**Richmond-Zhoushan Friendship Commission Meeting
December 11, 2017
1:00 PM
City Council Office**

Minutes

- I. **Welcome and Introductions-** Chair Sara Zhao, Commissioners Matt Lewis, James Lee, Joseph Kong, staff Jim Matzorkis, Trina Jackson and Councilmember Eduardo Martinez were in attendance.
- II. **Debrief the International Zhoushan Commission Tourism Conference-**
- The commission was pleased the conference and the exhibit
 - CM Martinez - Interested in meeting with the tourism planning committee and to cultivate connections with: Canadians, Australians and Norwegians
 - Port Director Matzorkis - mentioned that the commission should be built on success. Plan on the next conference to be more successful and receive visits from Zhoushan.
It is recommended that the commission put together a packet to travel in the City of Richmond.
 - Commissioner Lewis- Agreed to the need for a tourism packet. His guide in Beijing is very familiar with Bay Area. He also is seeking moderate hotels for delegations.
 - Commissioner Lee- The commission needs more contact with the business community in Zhoushan to continue conversations. The chair should have been a part of the Signing Ceremony. He would have liked to attend the Investors meeting and wished the expo and conventions were in the same location.
 - Chair Zhao- the commission should speak with local businesses to compile information for Zhoushan.
 - Staff Jackson-Literature should be translated to Mandarin.
- III. **Discuss and Review updated Zhoushan Commission Brochure-**
- a. Commissioner Lee and Kong via call-in, suggested revisions.
- IV. **Discuss 501c3 Status - TABLED**
- a. Does the Commission want to pursue re-establishment?
 - b. Does the Commission want to reinstate the Friends of Zhoushan?
- V. **Prospective Exchange Programs-**

- a. Teacher delegates from Zhoushan: Commissioner Kong will meet with Commissioner Peterson and the principal of DeAnza High School on a potential exchange with teachers in early 2018. He also visited Zhoushan in early December.
- b. Student Exchanges: Vice Mayor of Zhoushan suggested a scholarship. Grace Fong is the contact.
- c. Others

VI. Other Matters of Interest

- a. The presentation of the visit at the October 24, 2017 City Council meeting went well.
- b. Leslie Lundin, Hilltop Mall Marketing Contact
- c. Input from Commissioner James Lee: Will send bi-monthly information to business community to present tangible deliverables. He also agreed to send out a survey to COC members to inquire about how the commission can support them.
- d. Check with Jason about the next tourism. Is it every other year?
- e. Ask Sue Hartman how the officials from Guangdong Province of China
- f. Are there other conventions that would apply to the Zhoushan Commission?
- g. Send Sherry at Hilltop Marriot an invitation to next meeting
- h. Link with PowerPoint to the website

VII. Adjourn

- a. The Next Meeting is Scheduled for Monday, January 8, 2018 (Evening)