

Richmond-Shimada Friendship Commission  
Wednesday, December 4th, 2019  
6:00 p.m. Shimada Room  
440 Civic Center Plaza, Richmond, Ca.

1. Call to Order and Roll Call
2. Reading and approval of minutes
3. Input on Agenda
4. Commissioner Reports
5. Important Business
  - Update on Pen Pal Program
    - Letters Mr. Forest's students will be sent by December 14th at the latest.
    - Mrs. Hagiwara, former Shimada principal and current commissioner is working on making this happen with the Shimada school board
    - Currently waiting for a status update.
  - Review of Current Activities and Founding Articles.
    - Before the next election, let's look at what this commission currently does and how it lines up with our founding articles.
    - Our founding resolution can be found here:  
<https://richmondfriendship.org/founding.html>

- Commission Elections
  - List of all Positions
  - Review of term limit rules
  - Collection of candidates
  - Vote
  
- End of year celebration Hot Pot Dinner on December 21st.
  - Date: Sunday, December 21st
  - Miso Hotpot Dinner at Evan's house
    - Volunteers needed to help with ingredient prep, cutting vegetables etc.
  - This will also be a potluck, but side dishes can be small
    - Please no sweets.
  - Volunteer needed to draft the email invite and or phone invites
    - The current contact list can be found here:
    - <https://richmondfriendship.org/contactsheet.html>
      - You must first request access
      - **Have email invites been sent?**
  
- Possible Richmond and Shimada business connections.
  - When is the next richmond chamber of commerce meeting?
  - Waiting for business list from Shimada

- City Council Presentation Results (11/26)
  - Went well!
  - Watch the video recording here:
  - <https://richmondfriendship.org/2019-11-citycouncil.html>
  - Thank you to Helen Chen for editing together the teacher and student video.
  - Thank you to Commissioner Maryann Maslan for originally suggesting this presentation.

6. Good of the Order/Adjournment