



Richmond-Zhoushan Friendship Commission Meeting

April 14, 2021

4pm via Zoom

MINUTES

- I. Welcome and Roll
Commissioners Stanley Li, Leonard Berry, Margaret Lee, Sara Zhao and Joseph Kong and Staff Liaison Trina Jackson were present.
- II. Review and approve minutes from previous meeting(s). **Moved by Stanley for approval, seconded by Margaret – approved by unanimous vote**
- III. Treasurer's Report
 - Commission raised funds - \$288.71 (per the March bank statement)
 - City allocated funds - \$1,000 – **Motioned by Stanley Li and seconded by Leonard Berry to contribute to the Zhoushan Education program. The item was approved unanimously.**
- IV. Reports from subcommittees
 - Education - **no report**
 - Economic - **no report**
 - Tourism – **no report**
- V. Discuss budget for 2021-2022 fiscal year – **Split the funds among the two education programs for scholarships and use a portion for operating cost:**
 - Scholarship – **student education program- \$400**
 - Mandarin School Summer Program Scholarships - **\$400**
 - Operation – **\$200 for website and/or other operational cost**
Stanley Li motioned to accept the proposed budget and to create the Jim Matzorkis Student Education Exchange Scholarship, seconded by Leonard Berry and passed unanimously
- VI. Pending Old Business

- Discuss planning a video conference with Zhoushan officials to communicate about the challenges that both municipalities are having and how it impacts our sister city relationship.
 - i.* Suggested date and time –Lucy will contact Jason Zhuang Haibo to discuss.
 - ii.* Topics of interest – Joseph suggested offering virtual English courses on Sundays that may coincide with a morning schedule for students in China. Pre-recorded courses may be available to accommodate varying schedules.
- Discuss offering virtual courses for 7th to 11th graders
Staff Liaison will email Jason Zhuang Haibo to follow up on Lucy's initial request.

VII. New Business and upcoming agenda items

- Discuss and flush out ideas for proposed scholarship for students to participate in education exchange program
 - i.* Richmond students – age group – **K-12 depending on the education opportunity and scholarship**
 - ii.* Summer or fall - **both**
 - iii.* Fundraiser – **Bingo, solicitation letter and other options**
 - iv.* Letter to solicit funds – **Should be signed by the chair and councilmember**
 - v.* Potential Name Ideas – James Matzorkis Student Education Exchange Scholarship – **The aforementioned name was accepted with no other names suggested.**
- Consider signing letter opposing SB-81 and SB-82. Proposed by Commissioner Kong – **Per Commissioner Kong, there was no need for discussion due to timing.**

VIII. Other matters of interest

- **20-30k fundraising target amount**
- **Fundraising ideas – bingo or other virtual games to increase awareness of the commission and its programming**
- **Continue brainstorming on ideas fundraising**
- **Wait until the end of the year for in person events**
- **Check with James to refresh the website and add the Matzorkis Scholarship fundraiser**
- **Follow-up with KCRT about the tribute to Jim Matzorkis Video – Stanley Li can assist with conversion, if needed**

IX. Schedule the next meeting - **May 12th at 4pm**

X. Adjourn