

**Minutes to:**  
**WINDSOR HUMAN RELATIONS COMMISSION MEETING**  
**Wednesday, September 13, 2023 - 6:30 PM**  
**Windsor Town Hall, Ludlow Room**

The meeting was called to order at 6:30 pm by Chair Copeland-Smith

1. **Welcome** - Chair Castella welcomed everyone and said "This will be a great year".

2. **Attendance:**

1. Commissioner 1 - Chair - Castella Copeland-Smith	Present
2. Commissioner 2 - Vice Chair - Lisette LaTorre	Present
3. Commissioner 3 - Secretary - Vacant	Vacant
4. Commissioner 4 - Parliamentarian - Vacant	Vacant
5. Student Representative 1 - Aleks Gould	Present
6. Commissioner 5 - Charles Copeland (interim Secretary)	Present
7. Commissioner 6 - Monika Nugent	Present
8. Commissioner 7 - Leonard Swade	Excused
9. Commissioner 8 - Pat Mack	Absent
10. Commissioner 9 - Vacant	Vacant
11. Commissioner Alternate 1 - Jody Denno	Present
12. Commissioner Alternate 2 - Vacant	Vacant
13. Commissioner Alternate 3 - Vacant	Vacant
14. Commissioner Alternate 3 - Vacant	Vacant
15. Town Liaison - Patrick McMahon	Present
16. Community Member - James Madison	Present from 6:00 to 6:39

3. **Public Communication -**

We received a thank you letter from scholarship recipient, Althea Grace.  
James Madison resigned prior to the meeting  
Joyce Armstrong resigned prior to meeting

4. **Approval of Minutes from June 14, 2023**

Charlie moved to approve the minutes with changes  
Lisette seconded - vote passed 4 - 0 - 1

5. **Liaison Report**

It's a new budget year (which starts July 1, 2023 and ends June 30, 2024)  
1. General Budget \$3,280 - Spent to date \$0

2. Scholarship Balance \$1142 (Lizzett has another \$100)  
Patrick will provide list of contributors, Jody will do thank you's
  3. First Church in Windsor donated \$1,000 to the WHRC
  4. Lynn Gillette Fund donated \$523  
This is an annual recurring donation managed by the Hartford Foundation for Public Giving
  5. CNEP Grant - the entire \$1,500 was spent for Juneteenth Event  
CNEP stands for Community & Neighborhood Enhancement Program  
This was a one-time grant.
- 6. Hybrid Schedule** - Sept & June in Person, all other meetings hybrid  
(some people in town hall - some on zoom)  
Lisette moved to approve hybrid schedule  
Monika seconded - vote passed 5 - 0 - 0
- 7. Parliamentarian and Secretary Roles**  
Cassie described roles (written descriptions are in by-laws)  
- WHRC will vote on these positions in October.
- 8. Budget review** - Charlie reviewed the detailed budget
- 9. Conversation series** - created by Kevin Washington to address issues impacting Windsor. Sometimes conversations are online, sometimes they are in person. See calendar for upcoming events.
- 10. 2023-24 Calendar of Events** - Cassie updated the calendar online during the meeting.

Highlights of changes:

Monika will host a conversation on Black Maternal Health on April 11.  
Black Mental Health Week is April 11-17,

WHRC will make a donation to the Academy of Aerospace and Engineering High School's Hispanic Heritage Event on October 13.  
Charlie will ask the school if 8 cases of water is a good donation.

Bridge Builders will move to November 12 - we will try to get room at Northwest Park. Jody will check on room availability

Lisette and Jody will co-lead on trips.

Cassie & Aleks will co-lead Martin Luther King, Jr. Poetry Event at Windsor Art Center.

Lisette & Jody will co-lead Bridge Builders Recognitions.

Monika and Aleks will co-lead Phenomenal Women Recognition  
March 8th is International Women's Day - WHRC will determine  
event date and location based on Bridge Builders experience.

One Book One Windsor - we need to select a book. Cassie asked each  
Commissioner to send top 3 book choices by September 27. The book  
conversation event will be determined soon.

For a full list of WHRC events, please see event  
calendar [📅 WHRC Event Calendar](#)

**11. Action Items** - Cassie will e-mail items to commissioners.

Cassie & Lisette will do Annual Report to Town Council on 9/18 at 7:30 pm

WHRC Shirts and Name Tags - Aleks will get shirt estimate  
- Monika will get name tag estimates  
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The Windsor Art Commission is looking for Commissioners

Should we have a theme for 23-24? Jody recommends – Light of Unity

**12. Meeting Adjournment**

Lisette motioned to adjourn at 8:30 pm,  
Charlie seconded vote passed 5 - 0 - 0

Minutes submitted by Commissioner Charles Copeland.