

Minutes to:
WINDSOR HUMAN RELATIONS COMMISSION MEETING
Wednesday, November 8, 2023
Windsor Town Hall, Ludlow Room

The meeting was called to order at 6:30 pm by Co-Chair Lisette LaTorre-Muszynski

1. **Welcome** - Chair Castella welcomed everyone and new members Marie Bendzans and Judy-Ann Cooke.

2. **Attendance:**

1. Commissioner 1 - Chair - Castella Copeland-Smith	Present
2. Commissioner 2 - Vice Chair - Lisette LaTorre	Present
3. Commissioner 3 - Secretary – Jody Denno	Present
4. Commissioner 4 - Parliamentarian -Monika Nugent	Present
5. Commissioner 5 - Charles Copeland	Present
6. Commissioner 6 - Monika Nugent/Parliamentarian	Present
7. Commissioner 7 – Marie Bendzans	Present
8. Commissioner 8 – Judy-Ann Cooke	Present
9. Commissioner 9 - Vacant	Vacant
10. Student Representative 1 - Aleks Gould	Present
11. Commissioner Alternate 1 - Jody Denno/Secretary	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 – Alex Scott	Present

3. **Approval of Minutes from October 11, 2023**

Motioned to open-Monika, Jody seconded. Cassie motioned to approve the minutes with changes, Monika moved to accept. Vote passed 5-0. Monika suggested making corrections to minutes for approval via email in advance of next scheduled meeting.

4. **Public Communication** –no new updates per Patrick McMahon.

5. **Liaison Report—Patrick:**

Cost of (5) Bridge Builder plaques: **\$161.25** with the other (2) recipients receiving Certificates. Cost (6) copies of books for One Book One Windsor: **\$93.72** distributed--(2) to Windsor Public Library and (4) to commissioners. Commissioners may donate to

library for circulation when finished reading. Thank You notes have been written to listed donors.

6. **Budget Review—Charlie:**

Scholarship Fund: Balance **\$1,242** with \$452 unknown donations made at end of last FY. \$100 new donation. Need to capture all contact information of donors, Cassie will look at QR Code. Patrick said TOW will be reviewing Budget starting in December and Charlie will prepare budget for submission/to be reviewed at December meeting. Charlie will map out template with line items detailing funds spent in past on each event and keep current as reference year to year. Received \$30 anonymous donation for the water we provided at the October Hispanic Heritage Night at CREC Academy of Aerospace and Engineering event. (4) bags of candy donated to Nightmare on Elm Street Halloween town event by commission members. Briefly discussed fundraising for Commission: TBD.

7. **Award Ceremonies—Cassie and Lisette:**

Moved into Executive Session 6:46 PM-7:06 PM.

Past recipient lists will be reviewed to eliminate duplicate recipients.

Bridge Builder Awards Ceremony: Sunday 11/12/2023 2-4 PM Northwest Park.

Phenomenal Women Awards Ceremony: Cassie asked us to review Phenomenal Women Nomination Form and provide feedback. Monika discussed possible use of Oliver Ellsworth Homestead for Phenomenal Women Awards Event on 3/8. Jody will reach out to Northwest Park re: availability of venue. Will post nominations 1/02/2024 and close 02/09/2024. Subcommittee to review: Lisette and Jody volunteered. We have created a rubric for the awards WHRC sponsors.

8. **Information and Publicity**

Cassie is looking for a Social Media commission volunteer to post events and flyers.

9. **WHRC Event Calendar**

Every Body film reviewed with Loomis Chaffee Community.

Nightmare on Elm Street participation by commissioners.

January Performance Event date tentative for 1/14 with Windsor Art Center Collaboration.

Field Trip to Holocaust Museum—no update from Lisette and Jody.

February Black History Month collaboration with Windsor Freedom Trail-no date yet.

Movie night—commissioners to review Kinky Boots, Soul by Disney and Till and give feedback at next meeting. Conversation Series—Jody working on Celebrating Hip Hop as an Art and Culture. Monika working on collaboration with Windsor Kids Space, no update.

March One Book One Windsor, Phenomenal Women Awards scheduled and on track.

April-Conversation Series Black Maternal Health—Monika says panelists confirmed.

Patrick will book Ludlow Room to host event.

Harriet Tubman Trip to NY—no update.

May—Conversation Series Celebration AAPI Culture—no update. Charlie suggested collaboration with all Windsor high schools--TBD.

June—Juneteenth: consensus-will host 6/12-6/15.

Patrick to arrange for Lisette to check storage closet for what we have on hand/decorations.

June meeting will be 6/5, Patrick to book room.

10. **Action Item Updates from Commissioners**

Please see 9 for updates, combined with review of Event Calendar.

11. WHRC Meeting Time

Consensus is second Wednesday of each month 6:30-8:30 PM. Charlie motioned and Jody seconded, Vote 5-0.

12. WHRC Slogan/Mission Statement

Cassie and Lisette are working on this, no new updates.

13. WHRC Clothing

Charlie will follow up via email, will get pricing with Aleks. Consensus: maroon shirts. Name tags are being ordered by Sandra/TOW.

14. Adjournment/Next Meeting

Lisette motioned to adjourn meeting at 8:34 PM Charlie seconded.
Next meeting: Wednesday December 13, 2023 6:30-8:30 PM.

Minutes respectfully submitted by Commissioner Secretary Jody Denno.