

Minutes to:
Windsor Human Relations Commission Meeting
Wednesday, December 13, 2023 6:30-8:30 PM
Windsor Town Hall, Ludlow Room

1. **Welcome-** Chair Copeland-Smith called meeting to order at 6:35 PM due to technical issues.
2. **Commissioners in Attendance:**

Chair Copeland-Smith

Vice Chair LaTorre-Muszynski

Secretary Denno

Parliamentarian Nugent

Commissioner Copeland

Commissioner Cooke

Liaison McMahon

Student Commissioner Gould

Commissioner Bendzans—Excused until further notice
3. **November 2023 Minutes**—Commissioner Nugent motioned first to approve minutes, Commissioner Copeland seconded.
4. **Public Communications**—Liaison McMahon:
Jermika Cost has joined us to sit in.
Liaison McMahon went over specific expenses for Bridge Builders.
5. **Liaison Report:**
Liaison McMahon did not have anything new to report.
6. **Budget Review**—Commissioner Copeland:
The format was created to make this page easier to read, *hyperlinks will be added at a later time.*
No other details on current budget.
Will go into more detail in new year to plan better.
7. **Executive Committee Report:**
Commissioner Nugent: the purpose of the executive committee report is to improve the time management of monthly WHRC meetings.
8. **Award Ceremonies:**

Chair Copeland-Smith suggested that we form subcommittees for larger events. Commissioners asked to review nomination forms and rubrics for each event in attention to detail.

Phenomenal Women Awards:

- Secretary Denno nomination and planning
- Commissioner Cooke nomination process
- Commissioner Nugent (co-chair with other) Chair Copeland-Smith to guide Commissioner Nugent
- Student Commissioner Gould: planning
- *Sandra coming back Monday 12/18/23, to start to promote event *Chair Copeland-Smith will reach out to her.
- Forms to be posted to social media and have it posted twice week a week recurring.

Vice Chair LaTorre-Muszynski gave an update on storage closet inventory.

9. **WHRC Event Calendar Review:**

Chair Copeland-Smith reviewed calendar of events with emphasis on January and February. Consensus on dates was established.

Consensus and voted on MLK event: \$150 Honorarium and \$150 refreshment budget.

10. **Action Item Updates:**

Annual Martin Luther King, Jr. Poetry and Performance Event at WAC 01/14/24:

- Time change is good to get folks to come to the event.
- How much for the honorarium/ask WAC how much they pay? Chair Copeland-Smith will ask Sarah how many honorariums. \$100-\$150 is what we can offer. Consensus and voted on MLK event: \$150 Honorarium and \$150 refreshment budget.
- Versatile as MC or another keynote.
- Ask if WAC has idea for keynote speaker. Mercury Poet Laureate and Loomis? Chair Copeland-Smith will reach out.
- Ask WAC what time we can set up for this event.

Presentation of BB award to Leonard Swade:

- Chair Copeland-Smith, Secretary Denno, Commissioner Copeland, Student Commissioner Gould and Liaison McMahon

Vice Chair LaTorre-Muszynski:

- HRC Scholarship Award: rubric for committee to view, and how to get marketing out there.
- display cases (CVS and Library): theme for more than one month to keep it up. Liaison McMahon: can we get display case March-June.

- talked about Holocaust Field Trip Coordination and feedback on Phenomenal Women Award form.

Student Commissioner Gould:

- talked about Black History Jeopardy 2024
- co-lead poetry events (MLK and Juneteenth)
- Phenomenal Women Award form
- reviewed three films for February movie: Kinky Boots the Musical, Soul by Disney Till documentary.

Commissioner Copeland:

- Black History Jeopardy 2024—moved to February, first half was completed and fact checked by Windsor Historical Society.
- new budget format is simple and clean, will add more detail to summary to have hyperlinks within overview
- Purchased a shirt to sample and see what looks like, will show us later. Talked about three films for review (see above)

Secretary Denno:

- talked about display cases
- Parliamentarian Nugent has list of town businesses as part of marketing and outreach planning
- Will start working on thank you notes for each of our events/purchase and keep receipts
- talked about Holocaust Museum field trip, Conversation Series event 2/18, Phenomenal Women's Awards and three films for February (see above)

Parliamentarian Nugent:

- will firm up speakers for Black Maternal Health event in April in the new year.
- Saturday 2/10/24 10:30 AM—event at main library, story time and arts and crafts.
 - Reading: You are a Story by Bob Razcka
 - Fingerprint to have own identities that are special to you and creating picture from that.
- Call with Victoria to finalize this in future.
- Northwest Park is not able to accommodate us for Phenomenal Women event 3/8/2024.
- Will share what she has come up with others at later date.
- Name tags: reach out to Mr. Trophy with three lines?
- Liaison McMahan to reach out to Sandra regarding update

Commissioner Cooke:

- will reach out regarding guest speaker for viewing of film Till, possibly as part of Juneteenth events

Email for Commissioner Cooke: judyann.cooke@gmail.com

11. Adjournment/Next Meeting:

Commissioner Copeland motioned to adjourn meeting at 8:34 PM, Commissioner Cooke seconded.

Next meeting: Wednesday January 10, 2024 6:30-8:30 PM.

Minutes respectfully submitted by Secretary Denno.