

Minutes to:
Windsor Human Relations Commission Meeting
Wednesday, January 10, 2024 6:30-8:30 PM
Windsor Town Hall, Ludlow Room

1. **Welcome-** Chair Copeland-Smith called the meeting to order at 6:30 PM, Welcome to 2024, and thank you for being here.
2. **Commissioners in Attendance:**

Chair Copeland-Smith

Vice Chair LaTorre-Muszynski

Secretary Denno

Parliamentarian Nugent

Commissioner Copeland

Commissioner Cooke

Liaison McMahon

Student Commissioner Gould--Unexcused Absence

Commissioner Bendzans—Excused until further notice.
3. **Public Communication-**Liaison McMahon reported there are no new updates. We confirmed our contact information for the Town of Windsor (TOW).
4. **Approval of Minutes: December 13, 2023**—Commissioner Cooke motioned to approve the minutes; Commissioner Copeland seconded.
5. **Liaison Report:** Liaison McMahon reported the following:
 - He shared there were no expenditures since our last meeting.
 - He has asked the TOW to increase our budget next year to cover additional expenses due to our increased number of events.
6. **Budget Review**—Commissioner Copeland reported the following:
 - There were no new expenditures and no additional monies received.
 - He will review and share the Juneteenth budget in a separate email.
 - We expect the Phenomenal Women’s budget to be \$550-\$650.
 - The events in January and February have a refreshments budget of \$175/each.
7. **Executive Committee Report:**
Commissioner Nugent reported the following:
 - The December meeting went well.

- She reviewed the January calendar, the social media postings calendar, and next year's calendar of event dates, which are penciled in for FY 2024-2025.
- We will form a By-laws committee to review our By-laws—Commissioner Nugent will lead this committee and she is looking for two more commissioners to help with this.
- If anyone is interested in receiving a Google invitation to our meetings for their calendar, please let Cassie know.

8. **Award Ceremonies:**

The Phenomenal Women Awards deadlines were reviewed, and we will order the plaques at the end of February:

- Secretary Denno and Commissioner Cooke will meet with Parliamentarian Nugent to review the nominees.
- Liaison McMahon will provide a list of past winners.
- We will keep the same format for submitting a photo with each nomination as part of the nomination form. We will have the nominators submit a photo to Sandra Brown after submitting the nomination form.
- Vice Chair LaTorre-Muszynski and Parliamentarian Nugent looked at the available supplies for this event. Vice Chair LaTorre-Muszynski will check with the Senior Center regarding the use of the facility for this event.

9. **WHRC Event Calendar Review:**

- Our events will be posted to social media twice a week recurring on Tuesdays and Thursdays.
- We reviewed the event dates for the rest of our fiscal year. All dates, along with the social media reminders of dates were finalized. The idea of a summer bus trip to Mohegan Sun was discussed. We will table our April field trip planning at this time.

10. **Action Item Updates:**

Chair Dr. Copeland-Smith reported the following:

- Our Annual Martin Luther King, Jr. Poetry and Performance Event is this Sunday at the Windsor Art Center (WAC), Secretary Denno will pick up the food. Please come early and stay late to help with the set up and break down if you can.
- Presentation of the Bridge Builder Award to Leonard Swade: the visit to his home went very well.

Vice Chair LaTorre-Muszynski reported the following:

- She will create a word document of available Food trucks for our Juneteenth event and share with everyone.

Commissioner Copeland reported the following:

- Black History Jeopardy 2024—all the questions and answers have been fact-checked with the Windsor Historical Society.
- Chair Dr. Copeland-Smith and Commissioner Copeland will co-host this event.
- We will share a tentative date for next year's Black History Jeopardy at this event so people can mark their calendars and build their competition teams early.
- There will be no Conversation Series in May this year due to a full calendar of events.

Secretary Denno reported the following:

- The planning of our Celebration of Hip Hop as an Art and Culture event is in flux and details will be shared at our next meeting.

Parliamentarian Nugent reported the following:

- The planning of our Phenomenal Women's Ceremony event is going well and more details will be shared at our next meeting.

Commissioner Cook reported the following:

- She will reach out to Deacon Art regarding speaking before/after the movie Till. This movie will be shown as part of our Juneteenth weekend of events this year. Parliamentarian Nugent suggested showing the movie outdoors at LP Wilson.

11. WHRC Clothing—Commissioner Copeland reported the following:

- He purchased a shirt and had it embroidered at Scott's Sporting Goods. We agreed on maroon as our base color. The fee was \$25/shirt and is \$10 for embroidering. We can bring our item to have it just embroidered or the shop owner will order a shirt for us. Commissioner Copeland suggested bringing an item to our next meeting and he is happy to bring them in for embroidering. Liaison McMahon will follow through with Sandra at the town hall regarding our name badges. Commissioner LaTorre-Muszynski will reach out to Mr. Trophy regarding pricing for three lines of print on a name tag.

12. **Adjournment/Next Meeting:**

Vice Chair LaTorre-Muszynski motioned to adjourn our meeting at 8:34 PM, Commissioner Copeland seconded.

Next meeting will be on Wednesday February 14, 2024 6:30-8:30 PM.

Minutes respectfully submitted by Secretary Denno.