WINDSOR HUMAN RELATIONS COMMISSION MEETING MINUTES

Wednesday, March 13, 2024 6:30-8:30 PM

1. **Welcome Remarks--** Chair Dr. Copeland-Smith called the meeting to order at 6:30 PM and she Welcomed our newest members, Commissioner Natalie Greenfield and Commissioner LeighAnn Tyson.
2. **Commissioners in Attendance**:

   Chair Dr. Copeland-Smith

   Vice Chair LaTorre-Muszynski

   Secretary Denno

   Parliamentarian Nugent

   Commissioner Copeland

   Commissioner Cooke

   Commissioner Greenfield

   Commissioner Tyson

   Student Commissioner Gould

   Liason McMahon

   Commissioner Bendzans—Excused Absence

3. **February 2024 Meeting Minutes-**Parliamentarian Nugent motioned to accept, Commissioner Cooke seconded, 0 opposed, 6 in favor, 2 abstained. The February Meeting Minutes were approved and accepted.
4. **Public Communications-**Liason McMahon said there are no new communications to report.
5. **Liaison Report—**Liaison McMahon has receipts from Phenomenal Women that he will pass along to Commissioner Copeland to add to our budget line items. Phenomenal Women came in at the top of our budget range of $650.00. The Honorarium payments for our MLK Poetry Event and our Conversation Series Hip Hop Event have been processed, Ryan Parker $150 and RapOet $135, respectively.
6. **Budget Review—**at our February 2024 meeting it was discussed the Honorarium fee for our Juneteenth Celebration Event Keynote Speaker will be $150. At our March 2024 meeting, the commission agreed upon the Honorarium for our Juneteenth Poetry Event Keynote Speaker will be $150. Commissioner Copeland will update the budget based on

the suggestions that are posted in the document. We approved a budget of $50 for free items to be given away during the Juneteenth celebration. We are in the process of getting a quote for a waterproof sign/poster for our sandwich board. Secretary Denno reported the Conversation Series Celebration of Hip Hop as an Art and Culture came in at our budget of $175.

7. **Executive Committee Report—**Parliamentarian Nugent reported that the executive committee met and discussed our agenda, our upcoming Phenomenal Women's Event and our branding. A discussion was had about reviewing our current calendar of events and having a discussion about doing 3-4 events yearly that we excel at hosting. It was also suggested that the commission be more collaborative with other groups that also support the mission statement of our commissions.
8. **Award Ceremonies—**Parliamentarian Nugent reported the Phenomenal Women's Event went well and was well received by the community. We had plenty of room at the Senior Center for this event and hope to return next year. Three Phenomenal Women's Awards and two Chairman's Awards were presented to the nominees. Parliamentarian Nugent suggested we keep this event annually on International Women's Day, March 8th, each year regardless of whether it is a weekday or a weekend to improve consistency. Parliamentarian Nugent suggested we check in with our elected officials ahead of this event next year for the presentation of the citations.
9. **One Book One Windsor (OBOW)—**Chair Dr. Copeland-Smith is working with Danielle Tapper at the Windsor Public Library on reorganizing our OBOW list. The list will be capped by our next commission meeting on April 10, 2024. Commissioners are tasked with reviewing the current outline of this event and discussing ways to improve attendance. All commissioners are to submit their suggestion for OBOW 2025 no later than the April 2024 meeting. We are expecting a representative from the library to attend our May 8, 2024 meeting and contribute to the book selection.
10. **Commissioner Retreat August 2024**-- We will be hosting a one-day retreat to discuss next year's events. Chair Dr. Copeland Smith will email the Commissioners for everyone's availability. Ideas of making this a potluck event, meeting at a restaurant or using a community space were discussed.
11. **WHRC Event Calendar Review—**the calendar of events for the rest of the fiscal year were reviewed. Juneteenth events were shared with the commission to update our newest commissioners. The Juneteenth theme this year is music. Chair Dr. Copeland-Smith shared the flier and website of events for this year's celebration with the Commission. Coordination of Juneteenth events are still being organized. All commissioners are working hard at each of their action items to make this year's Juneteenth a success.

12. **Action Item Updates—**all commissioners are responsible for updating their own action items.
13. **WHRC Name Tags—**ordering name tags for each commissioner is still being pursued.
14. **Adjournment—**Commissioner Copeland motioned to adjourn the meeting at 8:33 PM, Commissioner Cooke seconded.
    Next meeting: Wednesday, April 10, 2024 Hybrid.

Minutes respectfully submitted by Secretary Denno.