

# Draft MINUTES

## Equity and Diversity Committee - Town of Shelburne

### PUBLIC MEETING Minutes

Monday, July 14, 2022 6:00pm

### Zoom-only Meeting

**Committee Members present:** Jennie Hoenigsberg, Wanda Morgan, Michele Crowder (joined at 6:47), Josh Flore (joined at 6:24), Patricia Fontaine, Fabiene Boisvert-DeFazio, Cate Cross (joined at 6:45)

- **Call to Order:** 6:09pm

**Facilitator:** Wanda Morgan

**Minutes:** Jennie Hoenigsberg

- **Approval of Agenda for:** July 15, 2022

**Motion to approve Agenda:** Fabiene

**Second:** Jennie

**Favor:** Majority                      **Opposed:** None

- **Approval of Minutes from:** June 20, 2022

**Motion to approve Minutes:** Jennie

**Second:** Patricia

**Favor:** Majority                      **Opposed:** None

- **Public comments:** None—No members of the public were present
- **Discussion:** Press release regarding consultant

The document has been started in Google Drive. The goal is to have it in Shelburne News and on FPF around the same time that we announce to the Select Board. It was felt we should also post it on our town website. Documents will be shared with the group and if everyone can comment by 7/20 that would be helpful.

- **Report from Sub-Groups -**

Culture & Community Subgroup: tabled until next meeting

Strategic Planning Subgroup: tabled until next meeting

Consultant Subgroup:

Decisions that need to be agreed upon by the whole group with concerns to the consultant. The awarded grant money needs to be added to the contract and the contract updated to spend the grant money before the town money. There was some discussion about how much of our town budget we want to apply to the consultant (originally we had budgeted \$8,000 from the town money).

Mercedes and Patricia will meet with Tabitha to get concrete scenarios for different monetary amounts. Tabitha would also like a meeting with the SB chair and town manager and then in the early fall there is a plan to do larger trainings.

Discussion about whether or not the training sessions with Tabitha would need to be warned and public meetings or if trainings are different and can be closed meetings. Cate will email the head of the VLCT. Patricia and Mercedes will ask Tabitha what her experiences have been. Tabitha is tentative scheduled for our next normal meeting time 7/25 and a decision will need to be made next week.

Should the survey Tabitha sends out have input from the consultant sub committee or go with what she usually uses. Discussion around whether we should ask town employees to help create this survey. Cate said other consultant have not asked town employees for input when designing surveys.

Grant Subgroup: Wanda will compose a thank you to the organization that awarded us the grant and will email for input

- **Other Discussions -**

**Action Items:**

<b>Action</b>	<b>Responsible</b>	<b>Due</b>
Clarifying open meeting / training session	Patricia & Mercedes, Cate	By 7/20
Share news blurb with group	Patricia	7/16
Changing the zoom link to be recurring	Jennie	7/21

- **Next meeting:** if a training is occurring then Tabitha will be the facilitator

**Facilitator:** Wanda

**Minutes:** Michelle

**In -Person:** N/A

**Meeting adjourned:** 7:31 - Michele motioned, Josh seconded, all approved