

Equity and Diversity Committee - Town of Shelburne

PUBLIC MEETING Minutes

Date: 9.11.23, 6:00pm

Google Meets Virtual Meeting

Committee Members present: Fabienne Boisvert-DeFazio, Cate Cross, Michele Crowder, Patricia Fontaine, Alexis Hall, Jennie Hoenigsberg, Chunka Mui, and Fath Yacubian

Others present: N/A

Call to Order: 6:04

Facilitator: Michele

Minutes: Alexis

Approval of Agenda for: [9/11/23](#)

Anticipated Discussions:

- Farmer's market volunteers
- Consultant contract clarifications
- Heritage Potluck
- Declaration of inclusion

Motion to approve Agenda: Chunka

Second: Patricia

Favor: majority

Opposed: None

Approval of Minutes from: [8.28.23 Meeting](#)

Motion to approve Minutes: Jennie

Seconded: Fabienne

Favor: majority

Opposed: None

Public comments: N/A

Discussions:

- Farmer's Market Volunteers
 - Please sign up via Strategic Plan Google Doc
- Consultant Contract Clarifications
 - Employee listening sessions are wrapping up. Tomorrow, from 6:00-7:30 at the Pierson Library, will be the last session.
 - Consultant subgroup will finalize communications to Tabitha.
 - Employee listening sessions work in tandem with the surveys - opportunity for employees to discuss possible equity gaps in the town.
 - After listening sessions are completed, contract will be discussed
- Any other updates? Last time there was a question about what contract the listening sessions should be a part of.
- Heritage Potluck
 - Working out specifics. The potluck is Sunday, October 15th from 3-6pm for the public. This subgroup is organizing the supplies necessary to carry out this event. Discussion about using money from the budget for a DJ or to use a playlist. Potentially cater some food from a local restaurant.
- Declaration of Inclusion
 - Town Manager would like to frame DOI. Potential follow-up in order for Selectboard to officially ratify (formerly an oral agreement).

Report from Sub-Groups

Consultant: see discussion above

Grant: no new updates

Strategic Planning / Budget: actions on hold as listening sessions are completed and discussed with the consultant.

Culture & Community: see heritage potluck information above.

Member/Membership Update: no updates at this time

Communications: potential meeting with Michelle, Fab, and Sarah - hash out role of this subgroup

Action Items:

<u>Action</u>	<u>Responsible</u>	<u>Date</u>
Final Shelburne Forward Together Meeting	ALL	9/28/23
Connect with Cate about updating fliers for Heritage Potluck	Fabienne	Before next meeting
Create flier for Friday movie nights	Jennie	Before next meeting
Finalizing plans for Heritage Potluck	Culture & Community	
Continue conversation with consultants	Consultant Subgroup	Before next meeting
Send out meetings from this meeting	Alexis	
Send out agenda for next meeting	Michele	
Sign up for potential dates at Farmers' Market	All	Before next meeting
Align dates for Farmers' Market	Patricia	Before next meeting

Important Dates:

<u>Event</u>	<u>Date</u>
Multicultural Movie Night - <i>Coco</i>	Friday, October 13 at 5:30 pm
Heritage Potluck https://www.surveymonkey.com/r/S3HPCB5	Sunday, October 15 from 3-6pm
Multicultural Movie Night - <i>Turning Red</i>	Friday, November 10 at 5:30 pm
Multicultural Movie Night - <i>The Polar Express</i>	Friday, December 8 at 5:30 pm

Next Meeting Facilitator: Michele Crowder

Note taker: Alexis Hall

Meeting Adjourned at: 6:35

Motion to close meeting: Michele

Second: Jennie

Favor: majority

Opposed: None