

Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, December 12, 2018
Multi-purpose Room, City Hall (lower level)

Meeting Agenda

The mission of the Inclusivity Board is to work with City Council to advocate for all voices within our community and to ensure everyone is treated with fairness, dignity and respect.

- **Welcome** (30 min)
 - Welcome to new board members: Jonathan Woods and Miguel Mendoza-Hall (alternate) (All)
 - United for a New Economy

- **Old Business** (10 min)
 - Approve November meeting minutes by vote (Bev)
 - Executive Leadership Board Elections/Roles and Terms (Chair, Vice Chair, Secretary)
2.1 Officers of the board shall consist of a Chairperson, Vice Chairperson and Secretary. Elections occur in January of odd years. The board shall elect members to be Chair, Vice-Chair and Secretary, for a two-year term per City Code 2-1-2. In the event that any position becomes vacant before the end of the term, the board shall elect a regular member to serve in the vacant role until the end of the term. No member shall be eligible for election as a board officer unless that member has previously served at least one two-year term as a member of the board; provided, however, that if no member is so eligible, the board shall elect the member it deems best qualified. Elections shall be conducted by a voting method as approved by the board.

- **New Business** (5 min)

- **Strategic Plan/Team Updates** (45 min)
 - **Digital Storytelling Project Team (Angie, Laurette, Ludy)**
 - November 2018 Goal(s)
 - Participate in **November 8th-10th 2018: Denver CO – Digital Storytelling Workshop**Steps Taken:
 - Angie, Nushin and Michelle participated in workshop and shared videos
 - Nushin: <https://www.wevideo.com/view/1242416874>
 - Angie: <https://www.wevideo.com/view/1251732355>
 - Michelle:December 2018 Goal(s):
 - Share videos and determine next steps**Preferred Outcome: Share experience with board and begin determining next steps**

 - **Welcoming America Team (Bev, Laurette, Angie)**
 - November 2018 Goal(s):
 - Prepare notes from Diversity, Equity and Inclusivity CouncilSteps Taken:
 - Continue discussion with Diversity, Equity and Inclusivity CouncilDecember 2018 Goal(s):
 - Consider next steps for community, grassroots engagement**Preferred Outcome: Discuss next steps with DEI Council**

 - **Community & Outreach Team (Angie, Nushin, Justin, Ludy, Michelle)**
 - November 2018 Goal(s)
 - Outlined quarterly projects:
 - Throughout: Council Meeting Community Tea

Thank you for serving on the Westminster Inclusivity Board!

- Throughout: Develop Process for City Statements of Support
- 4th Qtr 2018: Window Decals
- 1st Qtr 2019: Cultural Movie Nights
- 2nd Qtr 2019: Public Art Project
- 3rd Qtr 2019: Summer Community Event

Steps Taken:

- Began dialogue and development of window decal
- Discussion on staff support of Council Meeting Communi-Tea
- Explore facility availability for cultural movie nights

December 2018 Goal(s):

- Take next steps in implementation of window decal
- Continue investigating Council Meeting Communi-Tea
- Confirm cultural movie nights

Preferred Outcome: Discuss next steps and request Board feedback

○ **Bylaws Team (Bev, Donna, Justin)**

November 2018 Goal(s)

- Begin consideration of overlapping Board Officers Terms

Steps Taken:

- Bylaws shared

December 2018 Goal(s):

- Provide recommendations

Preferred Outcome: FYI only

○ **Policy Team (Stef, Seth, Donna)**

November 2018 Goal(s):

- Kathryn and Stef to met with City Attorney, Dave Frankel

December 2018 Goal(s):

- Determine December Meeting date

Preferred Outcome: FYI Only

○ **Mini-Grant Development Team (Jon, Justin, Rich, Michelle)**

Tabled until November 2018; launch spring 2018

November 2018 Goal(s):

- Begin process to develop mini-grant initiative

○ New Member Selection/Orientation Team (Justin, Nushin)

○ Marketing Materials Team (Ludy, Nushin, Rich)

○ Retreat Planning Team (Justin, Kelly, Laurette, Stef)

Work Complete at this time

○ **Coming up on the Strategic Plan:**

- Objective 3.1 C: Attend, support and/or sponsor at least eight existing cultural events in Westminster. (Ongoing)

Upcoming Guest Speakers/Agenda Items:

- January 9: Christine Gray, Business Operations Coordinator, Public Works And Utilities; Vote for Board Officers
- February 13: Carmen Atilano, Manager of Neighborhood Partnerships, Urban Land Conservancy

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