

# Westminster Inclusivity Board

6:00-7:30 p.m., Wednesday, January 9, 2019  
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)
    - Christine Gray, Business Operations Coordinator, Public Works And Utilities
  
  - **Old Business** (15 min)
    - Approve December meeting minutes by vote (Bev)
    - Citizen Budget Requests
      - There are formal opportunities during the budget process whereby citizens can address Council during a meeting with budget requests. Citizens may submit requests by email, mailed letter, etc. or are received by requests made during Council meetings. Essentially a citizen can make a request at any time, and it will be addressed in the current budget process (any requests received now will be considered in the mid-cycle process in 2019 to make any adjustments to the 2020 budget).
      - In 2019, the approximate date Council will receive citizen comments and proposed changes to the Adopted 2018 Budget will be September 9.
    - Executive Leadership Board Elections: Chair, Vice Chair, Secretary
      - Questions & Answers
      - Voting Process Overview
      - Statement of Interest Request
  
  - **New Business** (5 min)
  
  - **Strategic Plan/Team Updates** (40 min)
    - **Community & Outreach Team ( Angie, Nushin, Justin, Michelle, Summer)**
      - December 2018 Goal(s)
        - Continue efforts toward quarterly projects:
          - Throughout: Council Meeting Communi-Tea
          - Throughout: Develop Process for City Statements of Support
          - 4<sup>th</sup> Qtr 2018: Window Decals
          - 1<sup>st</sup> Qtr 2019: Cultural Movie Nights
      - Steps Taken:
        - Continued dialogue and development of window decal
        - Discussion on staff support of Council Meeting Communi-Tea
        - Exploring facility availability and movies for cultural movie nights
      - January 2018 Goal(s):
        - Take next steps in implementation of window decal
        - Take next steps to implement Council Meeting Communi-Tea
        - Confirm cultural movie nights
      - Preferred Outcome: Discuss next steps and request Board feedback and support**
    - **Digital Storytelling Project Team (Angie, Laurette, Michelle)**
      - December 2018 Goal(s)
        - Consider opportunities to share videos and determine next steps
      - Steps Taken:
        - Angie, Nushin and Michelle participated in workshop and shared videos
          - Nushin: <https://www.wevideo.com/view/1242416874>
- Thank you for serving on the Westminster Inclusivity Board!**

- Angie: <https://www.wevideo.com/view/1251732355>

- Michelle:

January 2019 Goal(s):

- Continue to consider opportunities to share videos and determine next steps

**Preferred Outcome: Consider options for next steps**

- **Welcoming America Team (Bev, Laurette, Angie)**

December 2018 Goal(s):

- Continue dialogue with Diversity, Equity and Inclusivity Council

Steps Taken:

- Continue discussion with Diversity, Equity and Inclusivity Council

January 2019 Goal(s):

- Consider next steps for community, grassroots engagement

**Preferred Outcome: Discuss next steps**

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

*Tabled; launch spring 2018*

- Policy Team (Stef, Seth, Donna)

- Bylaws Team (Bev, Donna, Justin)

- New Member Orientation Team (Justin)

- Marketing Materials Team (Nushin, Rich)

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

- **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:**

- February 13: Carmen Atilano, Manager of Neighborhood Partnerships, Urban Land Conservancy
- March 13: TBD

**Thank you for serving on the Westminster Inclusivity Board!**