

Equity & Diversity Committee Minutes - 7/16/21

Attendees: Erika, Marcela, Jennie, Patricia

- Meeting called to order at 4:05 pm
- Approval of Agenda, Jennie moved, Erika seconded. Agenda approved.
- Approval of Minutes from last meeting (6/9/21), Patricia moved, Jennie seconded. Minutes approved.
- Open House logistics
 - Reaffirmed Schedule: Press Release, followed by Open House and Application invitation advertised at same time.
 - Press release sent on 7/16.
 - Ask Shelburne News to please let us know if this can be published next week, noting that there is an invitation to an upcoming town government event on July 29.
 - Follow up with a call on Monday, July 19.
 - Flyer to invite people to Open House needs to be out by July 23 at:
 - Front Porch Forum
 - Laundromat
 - Shelburne Market
 - Town Offices
 - Pierson Library
 - Jennie, Marcela (will draft), and Patricia will work on this.
 - Open House, ACTION ITEMS:
 - Name tags (Erika)
 - Refreshments (PF, Marcela)
 - Answer questions about Invitation to application (“We need and want more community involvement...”)
 - Give background and history of Committee – have available copies of Press Release & Vision (Erika & Marcela)
 - Create Slide of Vision Statement – Project on wall – (Cate & Erika)

- Giant Post-it of *Ideas for Committee to Focus On* (using my voice; GLBTQ folks...) (PF will bring pads & markers)
 - Giant Post-it of *How Can I Support This Committee?*
 - Copies of Invitation to apply (Marcela, Jennie & Cate will fine tune)
 - Jennie will follow up with Babysitters
- Discussion of Donation protocol. Erika and Jennie are following up with the town.
 - Invitation to apply to the committee will appear in
 - Front Porch Forum
 - Shelburne News
 - Town Offices
 - Facilitator/ Note taker for August 6 to be determined as Jennie, Erika, and maybe Patricia will be missing.
 - Meeting adjourned at 5:06 pm

ACTION ITEMS

- Patricia will follow up Press Release with a call to Shelburne News on 7/19/21
- Jennie, Marcela (will draft), and Patricia will create flyer invitation and distribute by 7/23 to
 - Front Porch Forum, Laundromat, Shelburne Market, Town Offices, Pierson Library
- See above Minutes for Open House **Action Items**