

Minutes

Shelburne Town Equity and Diversity Committee

Date: July 2nd, 2021

Place: Town offices and Zoom

In person participants: Patricia Fontaine, Jennie Hoenigsberg, Cate Cross, Marcela Pino, Josh Flore

Zoom participants: Sue Furry-Irish

1. Approval of agenda> Marcela moves, Jennie seconds, all in favor
2. Approval of minutes> Cate moves, Jennie seconds, all in favor

Note: June 4th amendment needs to be resent to Town. We voted to do amendment.

3. Presentation by Jane Zenaty, facilitator for Village Pedestrian Committee of Shelburne. She refers to the letter sent by Bruce Nuciata (sp?), describing an equity issue uncovered by a connectivity study. Jane says that they have been working to improve access to shopping, bank, doctors' offices and more, especially for those with limitations to transportation or disabilities. She doesn't want to go into details, only invite this Committee to collaborate on this issue in the near future. We asked her for specific priorities of the group and Jane said that she will send a list via email.
4. Review of recruitment tool
 - a. Sub-group (Patricia, Jennie and Marcela) reviewed prior version of the tool and wants to recommend steps for recruitment process.
 - b. After discussion, it was decided that the process will include 3 steps: a) 2 question "Invitation" posted in different media, b) an interview with selected potential participants and c) Selection of new members of the Committee.

There was a lengthy conversation about whether to use the word *interview*, after which it was decided that "interview" was necessary to transmit the importance and seriousness of the Committee, especially because the Committee may have to deal with delicate, sensitive, emotional, and uncomfortable situations. One of the concerns is that potential members applying may feel intimidated and we don't want to replicate inequity. One of the suggestions is to add a QR code to the invitation, so people can access it via their smart phones. We can also add a translation widget to our website page.

- c. The interview has to be done in an open Committee meeting.

Note: the anonymous donor is working with Erika Lee and Peter ? to set up a bank account. The donor will come forward so there is no conflict of interest.

- d. With the purpose of making the recruitment process more inviting, it was decided to organize an informational meeting after posting the invitation. The informational can be at the library and we can offer babysitting.
 - e. Meeting on the 9th to define the draft of the article to be send to local newspapers and organizing the informational meeting. This meeting is for the sub-committee, but anybody is invited.
 - f. Patricia will draft the article and present it on the 9th
5. Next Committee meeting is July 16th. Marcela will facilitate and Patricia will take notes.

Meeting adjourned at 5:21 pm Cate moves, Patricia seconds.