

RECEIVED

By Karen Wilber, Town Clerk's Office at 9:04 am, Aug 24, 2021

MEMBERS PRESENT:

Asst Town Administrator Becca Meekins
Tim Kaelin
Diedra Wrighting
Virginia Simms George
Shika Holland

MEMBERS ABSENT:

Lauren Bailey Jones
Mariam Ibrahim
Mary Leach
Hamilton Soriano

**OPEN AND WELCOME FROM CHAIRMAN Tim Kaelin:**

Mr. Kaelin welcomed the committee for a meeting of the Northborough Diversity & Inclusion Committee Meeting on July 15, 2021, meeting just past 7 PM.

Ms. Meekins: Pursuant to Chapter 20 of the Acts of 2021; a Bill Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency; signed into law June 16, 2021; this meeting will be conducted via remote participation. No in-person attendance by members of the public will be permitted. This meeting will be streamed live but will not have an option for public participation. To view or listen only, please visit the Town of Northborough's web page which will bring you to the Town of Northborough's You Tube link.

Mr. Kaelin conducted a roll call of present members.

Approval of June 17, 2021, Minutes:

Motion to approve: Diedra Wrighting

Seconded: Becca Meekins

Roll call vote: Shika Holland; abstain; Virginia Simms George; abstain; Diedra Wrighting; aye; Becca Meekins; aye; Tim Kaelin; aye.

Preparation for Presentation with the Board of Selectmen on Monday, June 19, 2021

Tim asked that as many committee members are available should plan to attend the meeting. Tim stated the importance of having committee members present as it will be this committee's first time interacting with the full Board of Selectmen, and those meetings tend to have a larger audience. Becca did mention that the Chair of the Board would prefer to have just one member present, but that other members could attend to answer questions or participate in a discussion after the presentation.

Tim Kaelin volunteered to speak to the Board of Selectmen and to create the presentation. The Committee was all in favor of Tim handing the presentation to the Board of Selectmen. Through the presentation, Tim is planning to provide an overview of the discussions we have been having with various

department heads and committees. Tim put together a quick agenda for the presentation which includes an introduction for the members of the committee, a review of the scope of the committee, discuss the survey and the survey results, and provide a review of the department and committee meetings. Virginia suggested that the presentation be framed from the start with what the committee's intentions and goals were when we chose to meet with the stakeholders that we did. Shika agreed that she felt the Board was likely going to want to know what the Diversity and Inclusion Committee was going to do with all the information it has gathered thus far.

Tim wanted to be sure that the Board understood that there has been overwhelming support from all the department heads and committee members on what the Diversity & Inclusion Committee is trying to achieve. Diedra felt that this was a key takeaway that should be communicated to the Board of Selectmen. Diedra also wanted to draw attention to the fact that the Diversity & Inclusion Committee has acted and released statements in reaction to things that have taken place in the world. This is something that needs to continue beyond the term of the current D&I Committee.

Diversity and Inclusion Social Media Presence:

Tim wanted to discuss the document that Shika had put together on Social Media. Tim felt like it was important for the Diversity and Inclusion Committee to have a page to control the narrative. Becca did have some concerns about the details on managing the page and wanted to make sure that the Committee had those answers ready for the Board when the request to create the page is made. Tim suggested that the Committee lay out the plans for the social media page to the Board and ask their thoughts on whether they would be comfortable with the Committee moving forward with creating a page. Virginia Simms George recommended that the Committee identify social media as one of the most useful methods of communicating with the public. The Committee decided to present the concept of a social media page to the Board of Selectmen at the July 19th meeting to be used as a resource for the community and the committee as a communication tool which we hope to go live in September. This will be part of a larger communication strategy that can be done sooner rather than later when the Committee makes its full recommendations. Diedra brought up the Community Listening Session in September and that is another reason to have a communication strategy in place as we advertise that opportunity for folks to come talk to the Committee.

Tim also planned to present the Community Engagement Plan that was developed by a few of the members, as well as touching on the strategic planning process that the group plans to recommend. The Committee will also put together a Community Engagement Calendar around DEI events that can be used to identify opportunities throughout the year to recognize important minority voices. Tim did want to let the Board of Selectmen know that the Community Affairs Committee is interested in expanding the Tree Lighting Ceremony for the upcoming year and that they may request additional resources to do that. The Committee supported the idea of Tim using slides in his presentation.

Diedra wondered aloud whether it was worth defining diversity, equity, and inclusion for the Board of Selectmen during the presentation. Tim stated that he was going back and forth about that as well. He mentioned a phrase from his work "diversity is being invited to the party; inclusion is being asked to dance." This is a simple phrase that is easy for folks to wrap their head around. Diedra did mention that its not just the Board of Selectmen as the meeting, but the public as well. The Board of Selectmen is not the audience for this meeting, it's the community that is the focus for the presentation.

ADJOURNMENT:

Motion to adjourn made by Virginia Simms George

Motion seconded by Diedra Wrighting

Roll call as follows:

Ms. Meekins: Aye
Ms. Simms George: Aye
Ms. Wrighting: Aye
Ms. Holland: Aye
Mr. Kaelin: Aye

Meeting is adjourned at 8:21 pm.

Respectfully submitted,

by Becca Meekins
Northborough Diversity & Inclusion Committee