

Berea Human Rights Commission
Regular Meeting
June 5, 2017, 6:30 PM
Berea Police and Municipal Building Council Chambers
304 Chestnut St. Berea, KY 40403

Present: Mim Pride (Chair), Eef Fontanez (Treasurer), Dr. Janice Blythe, Rev. Carla Gilbert,
Peter Hille Absent: Gene Stinchcomb (Vice Chair)

Kathleen Murphy (Administrative Assistant)
Guests: Juan Peña (KCHR) and 2 guest visitors

Summary of Actions Taken:

- Chair calls meeting to order: 6:33 P.M.
- Pride welcomes guests and introduces Juan Peña from the KCHR.
- Rev. Gilbert MOVES to approve June Meeting Agenda: MOTION CARRIED.
- Pride ANNOUNCES Blair has resigned from her position as secretary. Fontanez expresses thanks to Blair for her years of service. All commissioners recognize Blair's service and express their gratitude.
- Blythe ADDS names to May meeting minutes: "Sharyn Mitchell and Jackie Burnside". Hille ADDS language "for the task of..." regarding the Mitchell and Burnside honorarium: MOTION TO AMEND MOVED AND CARRIED.
- Fontanez SUBMITS Year to Date Expenditure Report and Treasurer's list of unpaid approved expenditures.
 - Murphy: All unpaid purchase order requests from treasurer's list have been submitted to City Clerk with all necessary documentation with exception \$50 membership to the Human Rights Campaign and \$100 contribution/donation to Berea Branch Public Library.
 - Fontanez MOVES to confirm the previous approval of expenditures: \$50 membership to the Human Rights Campaign and \$100 contribution/donation to Berea Branch Public Library for hosting and planning the Fair Housing Training, media and audio support, and placement of brochures and handouts: MOTION CARRIED
 - Blythe NOTES the approved expenditure of \$500 for the Berea Leadership Experience needs to be added to unpaid expenditures.
- MOTION to accept the Treasurer's Report: MOVED AND CARRIED

- Pride invites Juan Peña to report on behalf of the KCHR.
 - Peña thanks the BHRC for their hard work with the Fair Housing Bus Tour. Explains the KCHR is short staffed but are still doing the same work. The KCHR will be hiring a new staff in the next month. After some time this change will free Peña up to travel and do educational outreach.
 - Peña invites the commission to the 2017 KY Commission on Human Rights' Kentucky Civil Rights Hall of Fame Induction Ceremony on Sept. 21st. Peña thanked Pride for nominating, John Gates Ramsey who worked closely with Dr. Martin Luther King.
 - Peña shares media kit with informative materials.
 - Peña talks about recent complaint the BHRC has forwarded to the KCHR. There is a charge already filed with the EEOC so the KCHR cannot file another charge. He will let the complainant know with a letter.
 - Pride explains that actionable complaints filed under the BHRC jurisdiction will be forwarded to the KCHR to allow complainants use of their resources and legal counsel.
 - Pride presents a complaint that is not actionable by the BHRC. A host parent of a Berea College student contacted the commission of a harassment event. Pride recommended that she file a complaint with the city so this event is on record with the city police.
 - Hille suggests implementing a procedure to always generate a response in writing when someone has contacted the commission with a complaint. Pride states that we have responded in writing historically.
 - Gilbert DESIGNATED to contact the complainant regarding the harassment complaint.
 - Blythe RECOMMENDS KHRC training session for new commissioner, HILLE. Peña response: currently unable to come to Berea to do training. to train somewhere other than Berea.

Murphy Administrative Office Report

- Regular meeting location change has been updated in multiple locations on the City Website as well as the Berea Citizen monthly ad. Gilbert shares that the regular meeting location needs to be updated in the Berea Citizen Community Calendar. Murphy DESIGNATED to update the Berea Citizen Community Calendar regular Meetings location.
- New office hours have been approved: Monday- Thursday 10-3.
- Murphy DESIGNATED to announce HRC's new office hours on the website, Facebook, and the newspaper.

- The BHRC mail is being forwarded to the City Municipal Offices but some is being delivered to the Chamber of Commerce. Hille RECOMMENDS getting a post office box. Murphy DESIGNATED to research cost of PO Box. Blythe MOVES the Commission establish a post office address and DESIGNATES Murphy to make that happen as soon as reasonable: MOVED.
 - Malfunctioning office phone has been replaced by IT (Daniel Brindley). The City does not show the HRC phone number on their phone bill. Daniel Brindley is looking into this. Murphy needs this information in order to contact the carrier to inquire about setting up a voice mailbox for the HRC.
 - Murphy inquired with Daniel Brindley about the HRC laptop order delay. Brindley ordered the HRC laptop on May 8th and received the order confirmation on the 12th. Dell says, it should ship the week of June 5th.
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- Blythe and Gilbert DESIGNATED to present, Get on The Bus project report to the group.
 - Hille MOVES to accept the Bylaws as amended: MOTION CARRIED.
 - By-Laws: Murphy DESIGNATED to add the suggested clause with exact language.
 - Programming Update (postponed to July 10th meeting)
 - Pride REPORTS on the old city ordinance: has never been rescinded but does not still appear among the ordinances. Blythe MOVES to follow up with the mayor. Pride DESIGNATED to follow up with the mayor about the ordinance.
 - Blythe DESIGNATED to follow up with the mayor again about the Age Friendly Community presentation.
 - Pride suggests to develop procedures for expenditures. Murphy DESIGNATED to develop these procedures. Hille VOLUNTEERS to be available to support Murphy with this project.
 - Pride suggest to change the regular July meeting from the third 3rd to the tenth 10th: MOVED and CARRIED. Fontanez and Hille will be out of town.
 - Pride suggests to change the regular September meeting to the eleventh 11th: MOVED and CARRIED. Fontanez and Gilbert will not be here.
 - Pride addresses the commission about the City Council URLTA training session. Pride DESIGNATED to contact the mayor requesting URLTA training session be placed on the Council Meeting agenda. Murphy DESIGNATED to work with Pena to determine what resources are available for URLTA training. Art Crosby, director for the Lexington Fair Housing Council. PP presentation file from Curtis who was with the KHHC.
 - Pride, Gilbert, and Blythe discuss organizing with the Berea College Student Life staff to orient students to BHRC resources.
 - Blythe VOLUNTEERS to take on open position of secretary: MOVED and CARRIED.
 - Fontanez VOLUNTEERS to join the subcommittee to review complaints.

- MOTION MOVED AND CARRIED to ADJOURN: MOTION CARRIED 8:45 P.M.

Kathleen Murphy

Administrative Assistant

Minutes Recorded: June 5, 2017

Minutes Approved:

[Mim Pride, Chair]