

Berea Human Rights Commission
Regular Meeting
March 7, 2016
6:30 PM
Community Room, Berea City Hall

Present: Rev. Carla Gilbert (Chair), Ali Blair (Secretary), Gene Stinchcomb (Treasurer), Dr. Janice Blythe, Miriam (Mim) Pride

Michael Harrington (Administrative Assistant), Dr. Jon Saderholm (Alternatives to Violence Project [AVP]), Dr. Alicestyne Turley (Carter G. Woodson Center [CGWC]), Wendy Warren (Berea Ministerial Association [BMA])

Summary of Actions Taken:

- Pride MOVES to approve previous MEETING MINUTES: MOTION CARRIED.
- Pride MOVES to accept TREASURER'S REPORT: MOTION CARRIED.
- Stinchcomb MOVES to re-allocate funds from various budget line-items to accommodate expected future expenses in the following amounts: transfer \$150 from Meals & Travel fund into General Office Supplies fund and transfer \$1000 from the Conferences/Meetings Expenses fund into the Other Professional Services fund: MOTION CARRIED.
- Stinchcomb DESIGNATED by Chair to draft comments on behalf of BHRC concerning salary adjustment for Administrative Assistant to be submitted to City Administrator Randy Stone.
- Harrington DESIGNATED to draft brief concerning potential subscription services noted during previous regular meeting.
- Chair INVITES Dr. Saderholm to brief BHRC on the recent AVP event sponsored by the Commission.
- Chair INVITES Dr. Turley to brief BHRC on the upcoming event at the CGWC.
- Dr. Blythe MOVES that the BHRC clarify that funds previously encumbered to the Carter G Woodson Center for the "Dialogue on Race and Education in the 21st Century" be used to sponsor the post-conference event consisting of lunch and a book signing on Friday April 8th from 1:00-2:15: MOTION CARRIED.
- Harrington DESIGNATED to send logo to the Carter G. Woodson Center prior to the upcoming event.
- Stinchcomb MOVES that the BHRC obtain an organizational banner/table cloth prior to the event at the CGWC: MOTION CARRIED.
- Blair DESIGNATED to acquire banner/table cloth and Harrington to provide assistance if needed.

- Chair INVITES Wendy Warren to brief BHRC on the upcoming Berea Reads (BeReads) events.
- Dr. Blythe MOVES to host a community gathering during April in conjunction with Berea Reads in the amount of up to \$200: MOTION CARRIED.
- Chair COMMITS to call a special WORK SESSION during May to discuss Bylaw Subcommittee draft proposal.
- Chair APPOINTS Stinchcomb, Blair, and Shroyer (upon his approval) to Budget Subcommittee.
- Budget Subcommittee AUTHORIZED to draft and present budget recommendations for the upcoming fiscal year to the BHRC and subsequently develop budget proposal for the City of Berea.
- Treasurer REQUESTS Budget Subcommittee schedule meeting prior to the next regular meeting.
- Chair APPOINTS Rev. Gilbert, Dr. Blythe, Pride, and Harrington to Administrative Priorities Subcommittee.
- Administrative Priorities Subcommittee AUTHORIZED to detail and establish timetable and calendar for tasks for the BHRC.
- Stinchcomb MOVES to submit application for BHRC booth space in Spoonbread Festival to be held in autumn of 2016: MOTION CARRIED.
- Dr. Blythe DESIGNATED to assist Stinchcomb in developing BHRC letter to legislators represents constituents who live within the city highlighting the importance of considering the impact legislation has on all residents within the city.
- Stinchcomb MOVES to acquire large quantity of professionally printed brochures for upcoming BHRC public events: MOTION CARRIED.
- Pride MOVES to authorize Administrative Assistant, upon determining attendance of other City of Berea employees, to attend Professional Leadership Training Workshop sponsored by the Kentucky League of Cities (KLC) on March 31st in Lexington KY: MOTION CARRIED.
- Blair MOVES to adjourn meeting: MOTION CARRIED, 9:25 PM

Body:

Meeting called to Order by Chair, Rev. Carla Gilbert.

Dr. John Saderholm, Dr. Alicestyne Turley, and Wendy Warren are in attendance to brief BHRC concerning recent and various upcoming community events.

Chair calls for additions to the agenda; Commissioners offer no additions.

Pride MOVES to accept previous meeting minutes: MOTION CARRIED.

Pride MOVES to accept TREASURER'S REPORT: MOTION CARRIED.

Harrington, having discussed with Treasurer previously, notes that the Treasurer's Report does not include expense for the office shredder acquired in February. He further notes that the \$200 encumbrance has not been issued to the CGWC because the Finance Department needs a copy of the organization's signed W-9 Form. Harrington has been in contact with City Clerk and Diana Taylor of the CGWC about this issue.

Stinchcomb notes the need to ensure that the Other Professional Services fund be increased with funds from an underused line item so that the Administrative Assistant's salary remains accounted for over the remaining months of the current fiscal year. Further, he notes that the General Office Supply fund has expended half of its budget allocation and should accordingly be replenished with funds from the Meals & Travel fund.

Stinchcomb MOVES to re-allocate funds from various budget line-items to accommodate expected future expenses in the following amounts: transfer \$150 from Meals & Travel fund into General Office Supplies fund and transfer \$1000 from the Conferences/Meetings Expenses fund into the Other Professional Services fund: MOTION CARRIED.

Stinchcomb holds that the BHRC should discuss with City Administrator Randy Stone the salary for the BHRC Administrative Assistant position for the upcoming fiscal year. Chair DESIGNATES Stinchcomb to draft comments for the BHRC.

Harrington DESIGNATED to explore costs for subscription services previously assigned to Treasurer. Among memberships and subscriptions to explore are the Southern Poverty Law Center and the Human Rights Campaign. Treasurer informs Administrator that many organizations have special subscription services and memberships for organizational subscribers/members.

Dr. Saderholm, on behalf of the Alternatives to Violence Project (AVP), is welcomed to brief the BHRC about the recent sponsored event held on Berea College campus. The Berea Friends Meeting (BFM) has been exploring AVP and offering its programming to the community.

He noted that initial concerns with the nature and quality of public discourse in Berea encouraged BFM to seek to contribute to improving the social dialogue by offering a course that seeks to improve interpersonal as well as intrapersonal communication skills and understanding. The purpose of AVP's programming is to deescalate violent situations in a program that was developed following the Attica Prison riot.

There are two sections of the AVP program: a basic section and an advanced section. The recent event in Berea was a basic session. The workshop was very intensive, occurring over 24 hours in two days. Seven people attended the event, including facilitators. Initial registration was sought

by 20, but turnout on the day of the event was lower than those registered. The structure of the event is well developed for smaller, intimate groups.

AVP organizers are seeking to train enough facilitators so that these workshops can be scheduled consistently throughout the year. Dr. Blythe encourages AVP organizers to continue their offerings and explore expanding outreach efforts to various leaders at Berea College.

Dr. Saderholm tells the Commission that the long term goals for AVP include growing participation and expand opportunities beyond small subsections of the community. The second phase of programming for the AVP organizers is to expand outreach efforts to various communities within the city. He further emphasizes that AVP is best thought of not as an effort to advance various major institutional goals, but rather to offer an opportunity for individuals who participate.

Dr. Blythe notes that the BHRC is charged with seeking to educate the community. As a body, it is important to develop a broad base of outreach efforts to inform public about educational opportunities. She asks Commissioners to consider the ways that the BHRC can broadcast opportunities so that the Commission increases community awareness of opportunities available.

Rev. Gilbert holds that the Berea Branch of the Madison County Public Library is a great community resource and that the BHRC ought to explore working with them to distribute information so that more people know of the broad range of events and activities within the city.

Pride notes that the BHRC ought to work with a variety of groups and seek to reach out to engage and educate the community. On that note, she stresses that the BHRC ought to implement outreach strategies that bespeak the BHRC's institutional aims.

Stinchcomb highlights that the educational aims of the BHRC don't necessarily have to be promoting events of the Commission; the BHRC may support a diverse array of educational offerings and opportunities and allow people to have broad choices about events they seek to attend.

Dr. Turley briefs the Commission about the upcoming "Dialogue on Race and Education in the 21st Century" hosted by the CGWC. She passed out a schedule of events for the week of the conference to Commissioners. She asks Commissioners for clarification as to where the BHRC's previously approved funds ought to be utilized.

As many conference attendees will be arriving a day early, the Carter G. Woodson Center is seeking to develop pre-conference events that attendees may participate in before the official conference begins. To that end, Dr. Bowman of the Campus Christian Center at Berea College will be sponsoring a film screening at the CGWC.

Dr. Turley also informs Commissioners that they may nominate a deserving student to receive a MOSAIIC (Multicultural Opportunities, Strategies and Institutional Inclusiveness Consortium)

Award if they wish to do so. The award is sponsored by a consortium of eight Kentucky colleges and universities and is bestowed upon a deserving student in Kentucky.

Dr. Blythe MOVES that the BHRC clarify that funds previously encumbered to the Carter G Woodson Center for the “Dialogue on Race and Education in the 21st Century” be used to sponsor the post-conference event consisting of lunch and a book signing on Friday April 8th from 1:00-2:15: MOTION CARRIED.

Dr. Turley notes that there is no fee to participate for sponsoring organizations. As the BHRC is listed as a sponsor, Harrington DESIGNATED to send logo to Carter G Woodson Center prior to the upcoming event.

Stinchcomb MOVES that the BHRC obtain an organizational banner/table cloth prior to the event at the CGWC: MOTION CARRIED.

Blair DESIGNATED to acquire banner/table cloth and Harrington to provide assistance if needed.

Wendy Warren, on behalf of the Berea Ministerial Association, is invited to brief BHRC on the upcoming Berea Reads events slated for the month of April.

She notes that the events are an effort of various organizations in Berea to promote community education surrounding issues of race. The book that will be discussed during these events is Jim Wallis’ *America’s Original Sin: Racism, White Privilege, and the Bridge to a New America*. The month long event is intended to encourage small reading group chapters to read and discuss the book and hosting a large community-wide event at the end of the month where the various small reading groups, as well as attendees who haven’t read the book, will come together to discuss material from the reading.

The ideal place to hold the large community gathering is the gym at Berea Community School. Furthermore, the gym would have all of the tables and chairs that would be needed for the event. The Berea Ministerial Association would be in charge of programming the discussion and the BHRC would be in charge of hosting the event as well as providing refreshments. Rev. Carla Gilbert and Eef Fontanez will be finalizing the date for the event as well as reserving the venue. They intend to reserve the venue on April 28th if the space is available.

Rev. Gilbert notes that the BHRC should have information about the Berea Reads event available during the event at the CGWC.

Pride maintains that when providing financial support for events, the BHRC needs to designate a specific purpose for the Commission’s contribution. She asks if the contribution should be designated for refreshments or additional copies of the book.

Stinchcomb further inquires as to the amount of financial support the BHRC is to provide.

Commissioners agree that the funds should be designated to provide refreshments during the event and to host the discussion tentatively scheduled for April 28th.

Dr. Blythe MOVES to host a community gathering during April in conjunction with Berea Reads in the amount of up to \$200: MOTION CARRIED.

Harrington notes that Commissioners have written administrative reports concerning the Law Symposium on the Kentucky Civil Rights Act and the Hispanic Outreach Project (HOP) Talk included in their packet of materials for the meeting.

Harrington further informs Commissioners that they have the recommendations and draft of proposed bylaws prepared by the Bylaws Subcommittee as well as copies of the BHRC's establishing ordinance and the current bylaws contained in their packets as well.

Chair COMMITS to call a special WORK SESSION during May to discuss Bylaw Subcommittee draft proposal.

Following the work session, Stinchcomb maintains that the BHRC should send a copy of the proposed bylaws to the Corporate Counsel for comment and review.

Chair notes that given the number of outstanding commitments of the BHRC, the Commission should seek to prioritize activities and administrative tasks.

Chair ESTABLISHES a Budget Subcommittee to begin preparing a budget proposal for the upcoming fiscal year.

Chair APPOINTS Stinchcomb, Blair, and Shroyer (upon his approval) to Budget Subcommittee.

Budget Subcommittee AUTHORIZED to draft and present budget recommendations for the upcoming fiscal year to the BHRC and subsequently develop budget proposal for the City of Berea.

Treasurer REQUESTS Budget Subcommittee schedule meeting prior to the next regular meeting.

Chair ESTABLISHES a Priorities Subcommittee to organize and designate Commission priorities for activities and administrative tasks.

Chair APPOINTS Rev. Gilbert, Dr. Blythe, Pride, and Harrington to Administrative Priorities Subcommittee.

[Administrator's Note: Subcommittees must have fewer members than that which constitutes a quorum. As the Administrator is not a sitting member of the Commission, the Administrative Priorities Subcommittee has fewer than 50% of the currently sitting members.]

Administrative Priorities Subcommittee AUTHORIZED to detail and establish timetable and calendar for tasks for the BHRC.

Pride briefs Commission about Bereans United for Racial Justice (BURJ). The group will meet on the last Tuesday of the month: March 29th, at 6:30 PM at Union Church. The group has been working to connect various events and groups within the community. BURJ has expressed deep concerns with the contract between the City of Berea and the Berea Chamber of Commerce relating to the Spoonbread Festival.

Blair maintains that there are issues concerning religious discrimination in the Spoonbread Festival's vendor policies and that there isn't much public discussion about these issues.

Stinchcomb notes that there is a significant amount of public and media attention surrounding the contract between the City of Berea and the Berea Chamber of Commerce. He further MOVES to participate in the upcoming Spoonbread Festival and welcomes discussion.

Blair expresses misgivings about the BHRC participating in the event given her previously indicated concerns with vendor policies impacting religious beliefs. She holds that participation in the event may indicate tacit approval of the vendor policies to the community.

Dr. Blythe acknowledges Blair's concerns and responds that participation in the event may broaden the BHRC's image within the community and will ensure a positive presence to the community during the event. She further avows that having a presence during the event is a good way to reach out to the community and educate the public about the BHRC's activities which address these concerns.

Pride further maintains that another benefit to participating in the event is that the BHRC can use the opportunity to address possible concerns and perceptions within the community indicated in the Publisher's Letter to the Berea Citizen newspaper that appeared in the March 3rd edition. In the aforementioned letter the Publisher expresses concern that the BHRC inadequately serves the working class in the city.

The Commission notes that the funding for participation in the event would come from the upcoming fiscal year's budget.

Chair calls for a reading of the final motion and a vote.

Stinchcomb MOVES to submit application for BHRC booth space in Spoonbread Festival to be held in autumn of 2016: MOTION CARRIED. Motion carries with one objection.

Pride briefs BHRC about activities of Age-Friendly Berea (AFB). Jeff Rubin has worked with many members of the community to develop discussions and interest about making the city more accessible. For addition information the BHRC is encouraged to contact Mr. Rubin.

Stinchcomb briefs BHRC on draft letter to Rep. Marie Rader concerning HB 14. He distributes draft to Commissioners. He and Harrington note that HB 14 is effectively dead in the Judiciary Committee.

Stinchcomb expresses misgivings about the letter as it is drafted.

Dr. Blythe notes that the charge of the BHRC is to promote fair treatment based on protected class statuses, and as an educational body, to address concerns that give rise to controversy within and between communities. She notes that it is important for leaders in the General Assembly to consider the impact of legislation on all people within their jurisdictions. As a body, the BHRC should promote the fair treatment and equal opportunity of all people within the City of Berea, which includes ensuring that legislation which impacts residents duly consider all communities impacted.

Stinchcomb encourages that the BHRC send a copy of the letter to all legislators who represent constituents within the city.

Dr. Blythe DESIGNATED to assist Stinchcomb in developing BHRC letter to legislators represents constituents who live within the city highlighting the importance of considering the impact legislation has on all residents within the city.

Harrington briefs BHRC about potential materials for distribution during the CGWC event.

Stinchcomb MOVES for BHRC to acquire large quantity of professionally printed brochures for upcoming BHRC public events: MOTION CARRIED.

Dr. Blythe maintains that the BHRC's Fairness Brochure is misleading and accordingly the BHRC should consider not distributing it at this time. Dr. Blythe encourages the BHRC to develop a poster that provides information about activities that the Commission has undertaken. She notes that it is important to provide the public with information highlighting things that the BHRC has achieved.

Blair further encourages BHRC to develop a business card-sized handout that details important contact information for various City of Berea departments as well as information outlining how to file a complaint of discrimination.

Pride encourages BHRC to develop digital presentation highlighting similar information that Dr. Blythe has encouraged.

Harrington informs BHRC about an upcoming professional development opportunity for municipal employees across the state. The Kentucky League of Cities (KLC) is hosting a leadership development workshop in Lexington on March 31st. He avows that it would be beneficial for the BHRC to send the Administrative Assistant to this event so that the BHRC can

continue to develop the relatively new Commission and it's recently hired Administrator into a well established body of local governance.

Pride MOVES to authorize Administrative Assistant, upon determining attendance of other City of Berea employees, to attend Professional Leadership Training Workshop sponsored by the Kentucky League of Cities (KLC) on March 31st in Lexington KY: MOTION CARRIED.

Stinchcomb encourages Administrator to avoid including information detailing upcoming notable dates at the end of the meeting agenda and distribute that information as a distinct document to include in the Commissioners' packets of information.

Blair MOVES to adjourn meeting: MOTION CARRIED, 9:25 PM.

Michael Harrington
Berea Human Rights Commission
Administrative Assistant

Minutes Recorded: March 7, 2016

Minutes Approved: April 4, 2016