Berea Human Rights Commission

Special Called Meeting / Business Session

Wednesday, September 2, 2020

6:30 PM

The meeting was held by video teleconferencing per KRS 61.826

The public may see and hear the meetings by the City of Berea Facebook Page,

@bereakygov or https://www.facebook.com/bereakygov/

Meeting called to order at 6:32 PM

**Present:** Virginia Bland, Sharyn Mitchell, Randy Dinsmore, Gene Stinchcomb, Peter Hille (joined meeting at 6:34 PM), Robert Johnson (joined meeting at 7:04 PM)

**Absent**: Janelle Lakes Davenport

**Guests**: Daniel Brindley, technical support

**Approve Agenda:** Motion Dinsmore, Second Bland, Passed

**Announcements:** Election for vice chair at next meeting; articles sent out by Stinchcomb related to charge as HRC

**Approve August Minutes**: Motion Hille, Second Dinsmore, Passed by roll call vote, all in favor

**Treasurer's Report:** No report requested from City Finance as there were no expenditures since the last meeting. Stinchcomb raised question for City Administrator: if there are costs associated with publicizing or conducting meetings, and if City is absorbing those costs, would like to be informed of those costs so they can be included in future budget requests.

**Old Business**

**2020 John G. Fee Awards:** Bland sent out information about the Fee Award and youth award renamed in honor of Dr. Janice Blythe. Requested assistance with information on Dr. Blythe. Mitchell indicated she had received additional information on Dr. Blythe ahead of the meeting. Stinchcomb will check with City Administrator regarding address for recommendations to be sent to. Cutoff was originally September 30 but considered to be too soon. Bland suggests end of October. Mitchell and Bland will work on developing nomination materials. Discussion of where people without internet access can get nomination materials. Stinchcomb suggests utility drive-through window at City Hall. Bland asks if form can be eliminated. Hille notes form was developed due to receiving incomplete information in the past. Subcommittee members will wrap up loose ends and bring to next meeting. Bland suggests library as additional site where materials could be obtained. Subcommittee: Bland, Mitchell, and Dinsmore will meet to work on details.

**Yearly Report:** Stinchcomb will prepare this for the January City Council meeting. Will share draft with HRC ahead of the January Council meeting.

**Status of conduct of meetings procedures:** Sent out ahead by Stinchcomb. Was developed for a legislative body, required edits accordingly. Also shifted order to put old business ahead of new business. Any official reports to be in writted form and for such report to be included with the minutes. Treasurers report also to be included in minutes. Stinchcomb suggests HRC consider for approval at next meeting. Mitchell asks to see changes made. Stinchcomb will send original showing edits to Hille who will compile them for distribution to HRC.

**New Business**

**Discussion of changing meeting dates and times:** Commissioners have requested consideration of regular meeting date other than first Monday of the month. Discussion of possible meeting days and also potential conflicts with other City meetings. Hille will poll commissioners to determine regular schedule conflicts and provide that information for the next meeting.

Next meeting tentatively scheduled for October 1 at 5:30 to be confirmed along with polling for ongoing regular meeting date.

**Discussion of name badges and BHRC roster information:** Stinchcomb requested mailing addresses for all BHRC members. Stinchcomb will research costs for name badges. Mitchell indicates these could be acquired through Berea College Printing Services @ $10 each.

**Adjourn**

Meeting adjourned at 7:15 PM