



AGENDA  
CHASKA HUMAN RIGHTS COMMISSION  
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM  
Thursday, February 24, 2022  
6:30 PM

- 1 Roll Call
- 2 Adopt Agenda
- 3 Welcome and Introduction for New Commissioners
  - 3A Public Meeting
  - 3B Live Meeting-Zoom, Community Cable and or YouTube
  - 3C Quorum Policy
  - 3D Open Meeting
- 4 Approve Minutes
  - 4A Approve Dec 16, 2021 Meeting Minutes
- 5 Open Forum/Guest Presentation
  - 5A Beyond New Beginnings
  - 5B Southern Valley Alliance
  - 5C Carver County Housing Collaborative
- 6 Treasurer's Report
  - 6A Treasurer's Report - 2022
- 7 Old Business
  - 7A Recap MLK Breakfast

7B Discussion of 2022 Goals and Objectives

8 New Business

8A Nominate 2022 Chair, Vice-Chair, and Treasurer

8B Establish Committees: MLK Celebration, Programs: Green Card Voices, Pride Celebration, River City Days, Web Page, Empathetic Response

8C Program for March/April: Green Card Voices - Chaska Community Center Art Space and Theatre Use for Panel Discussion

9 Next Meeting Date - March 24th

10 Adjourn



Minutes  
CHASKA HUMAN RIGHTS COMMISSION  
Thursday, December 16, 2021  
6:30 PM

1. Roll Call  
Present: Carlson, Hubbard, Welvaert, S. White  
Absent: Haga, Spreadbury, Sandison
2. Adopt Agenda  
Motion: Commissioner Welvaert  
Second: Commissioner Hubbard  
Motion: Carried
3. Open Forum/Guest Presentation – no guests
4. Approve Minutes  
4A. Adopt Meeting Minutes – October 28, 2021  
Chair Carlson requested a correction to item 6Ci stating it is not the MLK Award but rather the City of Chaska Human Rights Award. Commissioner Sandison was marked as present and absent. Commissioner Welvaert stated Commissioner Sandison was absent. Chair Carlson also requested to delete the words “district” from the statement quoted as “Chair Carlson met with them in September for opportunities to partner with ‘district’ families.”  
Motion: Commissioner Hubbard  
Second: Commissioner Welvaert  
Motion: Carried as amended
5. Treasurer’s Report  
5A. Treasurer’s Report 2021  
Kabat reported expense from fans purchased for River City Days cost \$462.50 which leaves a balance of \$826.16.  
Motion: Commissioner Hubbard  
Second: Commissioner Welvaert  
Motion: Carried

6. Old Business

6A. Diversity with Books Update

Chair Carlson stated they have withdrawn their request and will not be proceeding with their proposal. She is hopeful they will return in 2022.

6B. MLK Committee

Commissioner Welvaert stated they are in discussions with speakers and musicians, connecting with schools, and partnering with Hennepin County Arts Consortium for art work that will be displayed during the celebration. Human Rights Commission will be discussing the nominees for the award tonight. Kabat inquired which Commissioner will be speaking and giving out the award. Chair Carlson stated this will be discussed in tonight's work session. Chair Carlson also mentioned Jan 17, 2022 at 8 a.m. in the Event Center, there will be coffee, pastries and a keynote speaker, Johnathan Palmer from the Hallie Q Brown Center.

7. Other Business

7A. Chair Carlson stated she received a resignation of Commissioner Hughes earlier this week. She wished him well in the community and beyond.

7B. Chair Carlson noted the Chaska City Council will continue to receive applications to serve on the HRC through January 2022. She is looking forward to meeting the new members of the Human Rights Commission. Kabat encouraged others they know to apply. Commissioner S. White served her one-year term but could do 3 more consecutive terms. Commissioner S. White stated she will definitely think about re-applying.

7C. Kabat stated this will be his last meeting staffing the Human Rights Commission as he took the Community Development Director position effective January 3<sup>rd</sup>. He is hopeful the assistant administrator position will be filled by February. Chair Carlson noted her concern if the vacancy of Kabat's position has not been filled by their February meeting, would he consider filling in if needed. Kabat responded by stating he will cross that bridge when the time approaches. Chair Carlson stated her appreciation, thanked Kabat for his time and dedication to the Human Rights Commission, and taking their concerns to the City Council. Commissioner Welvaert thanked him for his help growing the Commission, his openness to feedback, and his knowledge of looking at every side and not always going with your first instinct. Commissioner Welvaert looks forward to seeing him around. Kabat stated he is proud of the work this Commission has done.

8. Next Meeting Date – Jan 17, 2022 at City Hall Council Chambers in conjunction with the MLK celebration and presentation of the Chaska Human Rights Commission Award. The following meeting date is February 24, 2022.

9. Adjourn to Work Session:  
Motion: Commissioner Welvaert  
Second: Commissioner Hubbard  
Motion: Carried

Meeting adjourned at 6:47 p.m.

**STAFF REPORT**  
**CHASKA HUMAN RIGHTS COMMISSION**  
**February 24, 2022**

**Subject:**           **Treasurer's Report - 2022**

Prepared By:       Kevin Wright

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|                                |                   |
|--------------------------------|-------------------|
| <b>2022 Beginning Balance:</b> | <b>\$5,000</b>    |
| January                        | -                 |
| Crooked Pint (MLK Day)         | \$300.00          |
| Facebook Ad (MLK Day)          | \$19.97           |
| Speaker Fee (MLK Day)          | \$500.00          |
| Pastries (MLK Day)             | \$200.00          |
| Performer Fee (MLK Day)        | \$100.00          |
| Human Rights Award Plaques     | \$150.00          |
| February                       | -                 |
| March                          | -                 |
| April                          | -                 |
| May                            | -                 |
| June                           | -                 |
| July                           | -                 |
| August                         | -                 |
| September                      | -                 |
| October                        | -                 |
| November                       | -                 |
| December                       | -                 |
| <b>Balance:</b>                | <b>\$3,730.03</b> |
|                                |                   |

# **REQUEST FOR ACTION**

## **CHASKA HUMAN RIGHTS COMMISSION**

### **February 24, 2022**

**Subject:**                **Nominate 2022 Chair, Vice-Chair, and Treasurer**

Prepared By:        Kevin Wright

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#### **Background**

The Human Rights Commission is responsible to recommend a Chair and Vice-Chair each year. The recommendation then goes to City Council for approval. Typically, the City Council defers to the Commission's recommendation and approves by Consent Agenda.

For 2021, the Chair was Sarah Carlson and the Vice-Chair was Jen Welvaert. Both may serve for as long as they desire if the Commission agrees. Historically, the Vice-Chair has rotated to provide all members an opportunity at leadership, while the Chair has been more stable with less turnover from year to year.

The other officer position that needs to be appointed is Treasurer. For 2021, the Treasurer was Nate Kabat. The city staff liaison for the commission has historically held this position. This has worked well given the administrative nature of these two roles. Moving forward, the staff liaison will be Elise Durbin, who will start as the Assistant City Administrator on Monday, February 28.

There is no need for a secretary position for 2022. The minutes are being done by the company the city contracts for this service.

#### **Update**

If the Commission desires to take action tonight, the motion would be as follows. The results of the vote would then be presented to the City Council for approval at their next meeting on February 28.

#### **HUMAN RIGHTS COMMISSION ACTION REQUESTED**

Motion to recommend \_\_\_\_\_ as Chair and to recommend \_\_\_\_\_ as Vice-Chair to the City Council for calendar year 2022.

Motion to appoint \_\_\_\_\_ as Treasurer for calendar year 2022.

# REQUEST FOR ACTION

## CHASKA HUMAN RIGHTS COMMISSION

### February 24, 2022

**Subject:** 2022 Committees

Prepared By: Sarah Carlson

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#### Background

The Chaska Human Rights Commission has chosen to establish subcommittees to advance the ongoing programs of the HRC. The subcommittees meet outside of the regular Commission meetings, and progress is reported to the full Commission at the regular Commission meetings to get feedback and work towards consensus.

To ensure that a quorum of Commission members is not present in accordance with open meeting laws, no more than three members are assigned to any single subcommittee. The subcommittee often includes a relevant City staff person to assist. This may include staff from partner City Departments like Chaska Parks and Recreation or the Chaska Police.

#### Update

The Sub committees for 2022 include:

- MLK Breakfast
- Green Card Voices
- Pride Celebration
- River City Days
- Website
- Guest Speaker/Presentations
- Empathetic Response

#### **HUMAN RIGHTS COMMISSION ACTION REQUESTED**

Motion to appoint Human Rights Commission members to subcommittees as follows:

MLK Human Rights Celebration

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_

Green Card Voices

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_

Pride Celebration

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_

River City Days

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_

Website

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_

Guest Speaker/Presentations

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_

Empathetic Response

Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_, Commissioner \_\_\_\_\_