



AGENDA
CHASKA HUMAN RIGHTS COMMISSION
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Thursday, November 16, 2023
6:30 PM

1. Roll Call
2. Adopt Agenda
3. Open Forum/Guest Presentation
4. Approve Minutes
 - 4.A. Approve Meeting Minutes - October 26, 2023
5. Treasurer's Report
 - 5.A. Treasurer's Report - November 2023
6. Old Business
 - 6.A. MLK Human Rights Celebration
 - 6.B. Appreciation Months (Women's, Veteran's)
 - 6.C. Pride Celebration
 - 6.D. River City Days
 - 6.E. Cultural Heritage Month
 - 6.F. Community Partnerships
 - 6.G. 2024 HRC Action Plan
 - 6.H. 2024 Swag
 - 6.I. Hooked on Books Request
7. New Business
8. Next Meeting Date
 - 8.A. The next HRC meeting is Thursday, December 21, 2023 (Work session beginning at 6:00 p.m.)

9. Adjourn



Minutes
CHASKA HUMAN RIGHTS COMMISSION
Thursday, October 26, 2023
6:30 PM

1. Roll Call

Present: Chairperson Carlson, Vice Chairperson Hubbard, Commissioners Hanne Sandison, Jennifer Welvaert, Youth Representative Juhi Ghatti, and City Staff Elise Durbin

Absent: Commissioners Ali-Daar, Haga, and LeSueur

2. Adopt Agenda

Motion: Commissioner Welvaert

Second: Commissioner Hubbard

Motion: Carried

3. Open Forum/Guest Presentation

4. Approve Minutes

4A. Adopt Meeting Minutes – August 24, 2023

Motion: Commissioner Sandison

Second: Commissioner Ghatti

Motion: Carried

5. Treasurer's Report

5A. Treasurer's Report October 2023

Durbin reported the September and October expenses as follows: African Cultural event payout was made and \$340 was paid towards the Latino V.O.I.C.E.S. request. Leaving a balance of \$1,015.85. \$450 from the remaining balance has been budgeted for the MLK Celebration books but has not been spent yet.

Motion: Commissioner Sandison

Second: Commissioner Welvaert

Motion Carried

6. Committee Updates

6A. MLK Human Rights Celebration

Chair Carlson updated that another member is needed to join the subcommittee to help with planning the event.

6B. Appreciation Months (Women's, Veteran's)

The Commission discussed Veteran's Appreciation and what should be put together and posted.

6C. Pride Celebration

Nothing to report.

6D. River City Days

Nothing to report.

6E. Cultural Heritage Month

Commissioner Welvaert updated that the ofrenda is up at the Community Center.

6F. Community Partnerships

6Fi. Communities of Belonging

Chair Carlson updated that a vision statement is being worked on.

6G. Communications

Nothing to report.

7. New Business

7A. Hooked on Books Request

Chair Carlson updated that there has been a request from the District 112 Community Education person asking the HRC to consider making a financial donation to the Hooked on Books program, anywhere from \$100-\$3,000.

Commissioner Welvaert expressed that she does not feel a donation of such a large amount would be worth the money for a social media post. Commissioner Sandison agreed but stated that a donation on the first tier from \$100-\$499 would be her choice.

Vice Chair Hubbard stated that he does not support donating this year but thinks it could be planned ahead of time for next year.

Commissioner Welvaert stated she would feel more comfortable waiting to see how expensive the swag would be before making a commitment to support Hooked on Books.

7B. October 28, 2023 Community Celebration

7C. 2024 HRC Action Plan

Chair Carlson updated that she worked with Vice Chair Hubbard and City Staff Durbin to create the Action Plan that lays out what the priorities are for 2024 work plans.

Commissioner Welvaert expressed her support of the Action Plan as a jumping-off point.

Chair Carlson discussed the desire of the Action Plan to complement the City's Strategic Plan for 2024.

7D. 2024 HRC Swag

Chair Carlson updated that they currently have 26 sunglasses, 5 fans, and 4 pens left. City Staff Durbin updated that staff can look at vendors to come up with merch suggestions to present at the November meeting.

Vice Chair Hubbard recommended purchasing more of the swag that has been popular in the past.

Commissioner Welvaert suggested getting more of the pop-its.

Commissioner Ghatti suggested getting syringe pens or other unique, tangible items with the HRC logo on them.

7E. 2023 Chaska Human Rights Award

Chair Carlson updated that they are accepting applications at this time and will be sent to City Hall, the nomination form is on the HRC webpage.

Commissioner Welvaert asked if the information about the award could be announced and pushed out on social media to get more involvement.

8. Next Meeting Date – November 16, 2023 at City Hall Council Chambers and Zoom.

9. Adjourn

Meeting adjourned at 7:47 p.m.

CHASKA HUMAN RIGHTS COMMISSION

November 16, 2023

2023 Beginning Balance:	\$6,500
January	
Speaker Fee (MLK Day event)	(\$300.00)
Pastries (MLK Day event)	(\$150.00)
Tablecloths (MLK Day event)	(\$38.94)
Food and table settings (MLK Day event)	(\$51.91)
HRC Logo Contest Stipend	(\$500.00)
February	
Human Rights Award Plaque	(\$99.37)
March	
April	
May	
June	
Name Tags	(\$197.16)
HRC T-Shirts	(\$202.00)
Driver's License for All room rental	(\$390.00)
T-Shirts for Pride Celebration	(\$500.00)
Pride Celebration supplies	(\$688.62)
Pride Celebration ice cream	(\$172.85)
Pride Celebration honorarium for face painter	(\$100.00)
July	
River City Days supplies	(\$183.03)
River City Days booth	(\$50.00)
Name plate	(\$36.99)
Lions Club donation for Cultural Heritage Month events	\$2000.00
August	
Somali Dance Troupe Performance	(\$1000.00)
Organico Kenyan Cultural Dance and Entertainment	(\$650.00)
MLK Day event books for 2024*	(\$450.00)
September	
Accessories for African Cultural Event	(\$247.72)
Food for African Cultural Event	(\$985.56)
Translation services	(\$150.00)
October	
Latino V.O.I.C.E.S. (Dia de los Muertos)	(\$340.00)
November	
December	
Balance:	\$1,015.85

Notes:

*MLK Day event books budget was approved at the July meeting. The funds have not yet been spent.

REQUEST FOR ACTION CHASKA HUMAN RIGHTS COMMISSION 11/16/2023

Subject: 2024 HRC Action Plan

Prepared By: Elise Durbin, Assistant City Administrator

Background

The Chaska City Council identified several key vision statements looking towards the year 2025 at its retreat in 2019. One of the identified statements then and now is:

In 2025 Chaska is a welcoming, respectful, engaging, and inclusive community.

In 2020, the HRC and City Council held a joint work session to discuss this topic in more depth. Following that work session, the HRC, with input from several city departments, developed their first Strategic Plan. This was adopted by both the HRC and City Council in late 2020.

Last year, the HRC updated the strategic goals and implementation section of the plan (attached). During this update, an annual action plan was developed to help guide the HRC's efforts for the upcoming year so that they coincided with the Strategic Plan.

2024 Action Plan

Chair Carlson, Vice Chair Hubbard, and staff met in October to discuss updating the Action Plan. The proposed 2024 Action Plan is attached, and follows the goals of the Strategic Plan and sets actions for each goal. Additionally, at the end of the document is an other section that proposes actions for 2024 that do not necessarily fall under a certain goal, but rather are important for the work of the commission.

HRC ACTION REQUESTED

Motion to adopt the 2024 Action Plan.

Human Rights Commission 2024 Action Plan

Proactively Partner and Engage with Community Members and Groups

- *Engage with community members and organizations*
 - Continue to engage and build relationships with organizations that we have worked with in the past.
 - Seek sponsorships from organizations and businesses for HRC events.

Advise Staff and Council

- Work with city departments, schools, Carver County, and businesses on engagement opportunities.
- Place a request to the City Council for additional funding to support HRC programming and partnerships that promote a community of response and dignity for all Chaska residents.

Community Engagement and Education

- Develop a series of sessions with the purpose to engage, mentor, and develop leaders.
- Develop partnerships with emerging organizations that promote a multi-racial democracy effort.
- Work with Communities of Belonging to develop a vision, mission, and goals.

Continue Ongoing Core Efforts

- Create and promote monthly messages or opportunities to encourage active participation in creating a community where all are welcomed.
- Continue past core efforts, and expand to include:
 - MLK Human Rights Celebration (January)
 - Black History month, Civil Rights, and Humanity Engagement (event(s) to be defined to be held in January-February)
 - Women's Recognition (March)
 - Asian and Pacific Islander recognition (event(s) to be defined to be held in May)
 - Pride Celebration (June)
 - River City Days (July)
 - Cultural Heritage Month (September)
 - Indigenous People recognition honoring America's first inhabitants and the Tribal Nations that continue to thrive today (event(s) to be defined to be held in October)
 - Veteran Acknowledgement joining organizations that thank all who honorably served in the military during war time and peace (November)
 - December event/celebration to be defined during 2024

Other

- Establish committee assignments in February 2024. Schedule committee work meetings to ensure participation (this could include meeting on the same nights as regular HRC meetings).
- Develop qualitative and quantitative measures of success for the HRC.
- Challenge and support partners who share the vision of the HRC.
- Explore opportunities to generate income (example: selling t-shirts)
- Implement document sharing so that notes, files, and more can be shared amongst committee members during the event planning process.

Fold Up Flyer Frisbee Item# 5975



Color Options

- Material: Polyester flyer & pouch
- Inserted into matching pouch
- Flyer size: 10-1/4" dia (open)
- Pouch size: 3-3/4" H x 3-1/2" W

250	5975	Fold Up Flyer	1.5200	380.00	380.00
1	Set-Up Charge	Set-Up Charge	30.0000	30.00	30.00
250	Misc. Charge	Insertion Charge per Piece	0.0000	0.00	0.00
		Freight		10.66	10.66
					420.66

Imprint Location: Flyer

Imprint Colors: Black



Samples

Foldable Shopper Tote Item#109178



Color Options

- Maximum number of imprint colors: 2
- Materials: 80gsm non-woven polypropylene
- Handles: Dual 20" length
- Snap closure
- Folds down
- Size: 6-1/2" x 6-3/4" x 1" when folded
- 14-1/2" x 13-1/2" x 6-3/4" when open

Your price includes a one-color imprint on the side when folded.
Additional imprint location/colors are available for an extra charge.

250	109178	Foldable Shopper Tote	2.7500	687.50	687.50
1	Set-Up Charge	Set-Up Charge	45.0000	45.00	45.00
		Freight		69.56	69.56
					802.06

Imprint Location: Side (when folded)

Imprint Colors: Black



Spring Sling Folding Tote with Pouch Item #110018



Color Options

- Maximum number of imprint Material: 190T polyester
- Handles: Dual integrated handles
- Includes storage pouch with snap closure and plastic clip
- Size: 16" H x 16" W

250	110018	Spring Sling Folding Tote with Pouch	2.9900	747.50	747.50
1	Set-Up Charge	Set-Up Charge	35.0000	35.00	35.00
		Freight		12.68	12.68
					795.18

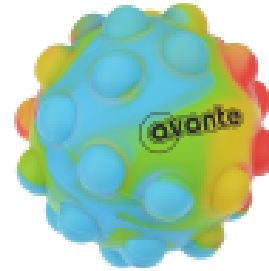
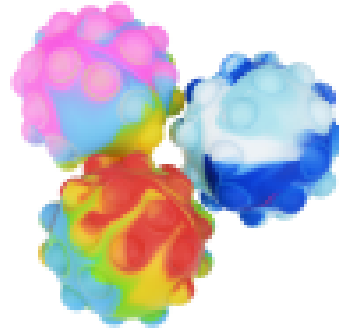
Imprint on Front

Imprint Color – Black or White

Push Pop Ball – Solid or multi Item # 166349 & 163774



Color Options



Design Options

- Material: Silicone
- Easy-to-squeeze design
- Bubbles push in
- Squeeze to pop bubbles out
- Size: 2-1/2" Diameter

Imprint Location – Side or Back

Imprint Color – Black for Colorful White for Solid

250	166349	Push Pop Ball - Solid	2.6500	662.50	662.50
1	Set-Up Charge	Set-Up Charge	50.0000	50.00	50.00
		Freight		12.77	12.77
					725.27
250	163774	Push Pop Ball - Colorful	2.6500	662.50	662.50
1	Set-Up Charge	Set-Up Charge	55.0000	55.00	55.00
		Freight		24.82	24.82
					742.32

Soft Touch Round Lip Balm Item #146729



Color Options



Vanilla lip moisturizer

- Packaging Materials: Plastic case and plastic cap
- Closure: Screw-on cap
- Soft rubberized finish
- Wrap label includes ingredients.
- Size: 1-1/2" Dia
- Net Weight: 0.4 oz.

Your price includes a one-color imprint on the top of the lip balm – black is standard

250	146729	Soft Touch Round Lip Balm	1.6900	422.50	422.50
1	Set-Up Charge	Set-Up Charge	50.0000	50.00	50.00
		Freight		30.55	30.55
					503.05

Lip Balm Tub - 100-Pieces

Item #122135-100



22 flavor options

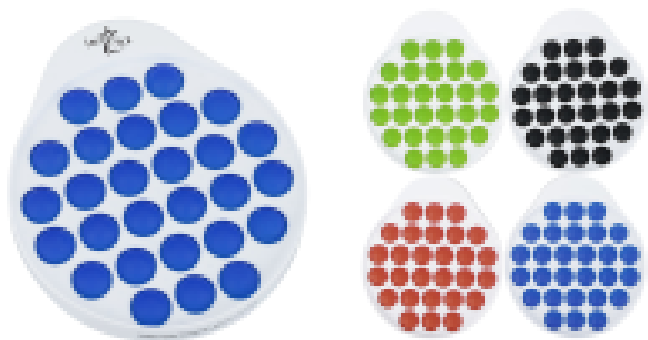
Price includes a full-color imprint on the label.

- Tub of 100 lip balms
- Sun Protection Factor: SPF 15
- Broad Spectrum protects against UVA/UVB rays
- Active Ingredients: Avobenzone 1.8%, Octinoxate 6.75%
- Water-resistant up to 40 minutes
- Packaging Material: Plastic tub, plastic tube and plastic caps
- Closure: Push-on tub lid and push-on tube caps
- Label includes drug facts and ingredients
- Tub Size: 8" H x 6-3/8" W x 6-1/8" D
- Tube Size: 2-5/8" H x 5/8" Dia

Qty is 100

122135-100	Lip Balm Tub - 100-Pieces	95.7900	191.58	191.58
Set-Up Charge	Set-Up Charge(Per Order Line)	50.0000	50.00	50.00
	Freight	9.54		9.54
				251.12

Push Pop Bubble Game – Round Item #161680



Color Options

- Material: Plastic base, Silicone bubbles
- Includes instructions
- Size: 5-5/8" H x 5" W x 3/4" D

Your price includes a one-color imprint on the front upper center (black is standard)

250	161680-RD	Push Pop Bubble Game - Round	2.7100	677.50	677.50
1	Set-Up Charge	Set-Up Charge	55.0000	55.00	55.00
		Freight		33.83	33.83
					766.33

Push Pop Ruler Item #164510



Color Options

- Material: PS plastic & silicone
- Inch & centimeter measurements
- 10 stress-popper bubbles
- Size: 6" H x 2-1/4" W x 1/2" D

Customizable push-pop rulers feature both inch and centimeter measurements and are 6" long.

Imprint Location - Bottom

250	164510	Push Pop Ruler	1.9900	497.50	497.50
1	Set-Up Charge	Set-Up Charge	40.0000	40.00	40.00
		Freight		35.62	35.62
					573.12

Locus Multifunction 6-in-1 Tool Stylus Twist Pen (Item # 155651)



Color Options – orange, red, silver & black (blue and charcoal out-of-stock)

- Metallic finish, plastic barrel
 - Chrome accents
 - Metal clip
 - Textured grip area
 - Stylus at top of barrel
 - Twist-action
 - Medium-point, blue ink
 - Includes a double-sided bit with Phillips on one end and a flathead on the other, a ruler with inch and centimeter measurements and a level
- Imprint Location- Barrel-Beside Clip**

250	155651	Locus Multifunction 6-in-1 Tool Stylus Twist Pen	2.3200	580.00	580.00
1	Set-Up Charge	Set-Up Charge(Per Order Line)	35.0000	35.00	35.00
		Freight		10.94	10.94
					625.94

Goofy Guy Light-Up Stylus Twist Pen (Item # 164138)



Color Options – Metallic red, pink, blue, green, gunmetal

- Metallic finish, plastic barrel
- Chrome accents
- Rubberized grip
- Stylus at tip of pen
- Twist-action
- Medium point, black ink
- Light-up smiley face and hair
- Tie design printed standard
- Includes three LR41 replaceable button batteries

Qty 250	\$2.55	\$637.50	
Set-up Fee	\$20.00	\$ 20.00	Total \$670.22
Freight	\$12.72	\$ 12.72	

Pilot Precise Point Gel Pen (Item# 152788)



Color Option Blue Marble or Black Marble

- Opaque, plastic barrel
- Metal clip
- Rubber grip
- Cap-off
- Fine-point or medium-point, gel ink color matches the barrel
- Marble design standard on barrel

Qty 250	\$1.96	\$490.00	
Set-up Fee	\$20.00	\$ 20.00	Total \$521.19
Freight	\$11.19	\$ 11.19	

Bandro Stylus Pen (Item# 164072)



- Natural finish, bamboo barrel
- Chrome accents
- Metal clip
- Retractable
- Stylus at top of plunger
- Medium-point, black ink

Qty 250	\$1.52	\$380.00	
Set-up Fee	\$20.00	\$ 20.00	Total \$410.56
Freight	\$10.56	\$ 10.56	



October 16, 2023

Dear members of the Chaska Human Rights Commission,

After a two-year break, *Hooked on Books...and the Arts, too!* is back and we are planning an exceptional, engaging event on Saturday, February 10, 2024! This community-wide event celebrating literacy and the arts is a partnership of the Carver County Library and Eastern Carver County Schools. It is fully funded by local sponsors, and we are looking to you for support. This year's *Hooked on Books...and the Arts, too!* is a revival of this amazing event and in preparation for our educators as the Minnesota Department of Education launches new standards and learning targets specific to Anishinaabe and Dakota culture.

With the focus on Anishinaabe and Dakota culture we are honored that Jessie Taken Alive-Rencountre is our feature author. Jessie is Hunkpapa Lakota. She grew up on the Standing Rock Reservation, is a dancer, mother, writer, wife and a counselor. She worked as a school counselor in the Rapid City School District and has founded *Spirit Aligned Leadership* and an online platform called *Social Distance Pow Wow* that has over 200,000 members. Jessie is the author of *Thunder's Hair*, *We are All Related*, *Pet'a Shows Misun the Light*, *Pet'a Shows Keya Energy* and a contributor to the book *Ancestor Approved*. She is currently working on a new book hoping to be published sometime in December bringing awareness to childhood anxiety and coping strategies. All of her works feature Native wisdom and resilience.

We believe this event aligns with the Commission's mission of promoting harmony and respect for the rights and dignity of all. This event brings literacy alive and tangible for youth, equips staff with indigenous resources and brings the community together for collective learning and celebration of native culture. We thank you for your stewardship and respectfully request your consideration of sponsorship. A variety of promotional materials would include naming the Chaska Human Rights Commission as an official sponsor of this event. For sponsorship tiers, please see attached.

If approved, your contribution should be made out to ECCS Community Education, 110600 Village Road, Chaska, 55318. Your support is greatly appreciated!

Respectfully submitted,

Melissa Hansen
Community Education
HansenM@district112.org
952.556.6438

Kelli Brenny
Culture and Climate Specialist
BrennyK@district112.org

Jade Jackson
Native Intercultural Specialist
JacksonJa@district112.org

For more information about the 15+ year history of *Hooked on Books...and the Arts, too!* go to eccs.mn/hooked.

Hooked on Books

Sponsorship

and the Arts, too!

\$3,000+	Logo on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*	One promotional item insert in the free giveaway bags**	Table/booth at event	Logo on Hooked on Books Bag
\$2,000-\$2,999	Logo on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*	One promotional item insert in the free giveaway bags**	Table/booth at event	
\$1,000-\$1,999	Logo on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*	One promotional item insert in the free giveaway bags**		
\$500-\$999	Name on promotional materials & linked on HOB website	Dedicated social media Thank You post on CE. Announcing sponsorship and linking to page.*			
\$100-\$499	Name on promotional materials & linked on HOB website				

*Featured sponsor Friday post on social media leading up to event

** provide 2,000 items/flyers for Hooked on Books giveaway bag

