



AGENDA
CHASKA HUMAN RIGHTS COMMISSION
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Thursday, October 24, 2024
6:30 PM

1. Roll Call
2. Adopt Agenda
3. Open Forum/Guest Presentation
 - 3.A. Carver County Veteran Services; Steve Walker, Veteran Services Officer
4. Approve Minutes
 - 4.A. Approve Meeting Minutes - August 22, 2024
5. Treasurer's Report
 - 5.A. Treasurer's Report - October 2024
6. Old Business
 - 6.A. MLK Human Rights Celebration
 - 6.B. Women's Appreciation
 - 6.C. Asian and Pacific Islander Recognition
 - 6.D. Pride Celebration
 - 6.E. River City Days
 - 6.F. Cultural Heritage Month
 - 6.G. Indigenous Peoples Recognition
 - 6.H. Veteran Acknowledgement
 - 6.I. Community Partnerships
 - 6.I.i. Equity Commissioner Forum Recap
7. New Business
 - 7.A. Latino V.O.I.C.E.S. Request

- 7.B. 2024 Chaska Human Rights Award
- 7.C. HRC Booth Display Options
- 8. Next Meeting Date
- 9. Adjourn



Minutes
CHASKA HUMAN RIGHTS COMMISSION
THURSDAY, AUGUST 22, 2024
6:30 PM

1. Roll Call

Present: Chairperson Carlson, Commissioners Ali-Daar, Martin Hubbard, Rehn LeSueur, Kevin Mee, Youth Representative Juhi Ghatti, and City Staff Elise Durbin
Absent: Commissioners Ali-Daar, Welvaert, Sandison, Haanan, and Hamza

2. Adopt Agenda

Motion: Commissioner Lesueur
Second: Commissioner Hubbard
Motion: Carried

3. Open Forum/Guest Presentation

3.A Libby Fairchild

Libby Fairchild introduced herself. She provided information on adding an Indigenous Peoples Day proclamation. She explained her reasons for putting this together and shared information about a few tribes in the area. She read her draft copy of the proclamation. Chair Carlson asked Libby to share her thoughts on why this is important. Libby Fairchild noted that it is very important to recognize these different Indigenous peoples especially due to the foundation of the name Chaska. Commissioner Lesueur asked what the next steps would be for adding this proclamation. Staff Durbin explained that they would bring this before the Council at their first meeting in October.

Motion to approve the resolution as written pending review from other Commissioners

Motion: Commissioner Lesueur
Second: Commissioner Hubbard
Motion: Carried

4. Approve Minutes

4.A. Adopt Meeting Minutes – July 25, 2024

Motion: Commissioner Ghatti
Second: Commissioner Mee

Motion: Carried

5. Treasurer's Report

5.A. Treasurer's Report 2023

Durbin reported August expenses as follows: Since the last meeting there were a few additional purchases in July. The cost of the River City Days event is shown in the report. The Commission has spent about \$150 of the \$500 budget for River City Days. The unused River City Days budget has returned to their account.

The Commission discussed their budget this year as compared to last year at this time.

Motion: Commissioner Mee

Second: Commissioner Ghatti

Motion Carried

6. New Business

6.A. Indigenous Peoples Day Statement- Libby Fairchild

This item was considered as agenda item 3.A.

6.B. Carver County Pride

Commissioner Mee updated the Commission on his discussion with Carver County and their Pride event. Chair Carlson asked who could participate in the event and how much they should participate. She noted that she could be present for part of the day. Commissioner Ghatti noted that she could most likely participate. Commissioner Hubbard explained that he could participate in the evening. The Commission discussed having tie dye at the event. Commissioner Mee explained to the Commission that they don't need to be there for the whole event. The Commission decided to participate in the event from 11 a.m.-3 p.m.

7. Old Business:

7.A. MLK Human Rights Celebration

Commissioner Mee reported on his discussion with a potential speaker for the celebration. He needs to follow up with her to get her final decision. Chair Carlson reported some people and organizations she has found to collaborate with them for this event.

7.B. Women's Appreciation

Nothing to report.

7.C. Asian and Pacific Islander Recognition

Nothing to report.

7.D. Pride Celebration

Nothing to report.

7.E. River City Days

Nothing to report.

7.F. Cultural Heritage Month

Chair Carlson noted they will be meeting within the week. They have sent a survey out to residents regarding which cultures to represent.

7.G. Indigenous Peoples Recognition

Nothing to report.

7.H. Veteran Acknowledgment

Commissioner Lesueur reported that the subcommittee will be meeting this month.

7.I. Community Partnerships

Chair Carlson noted that Latino Voices may be coming before the Commission to discuss partnership in their Day of the Dead event. Commissioner Ghatti noted that she would like to see the Commission get involved with the Touch a Truck event next year. Chair Carlson discussed how she would like the Commission to get a new banner that better represents the Commission at events. Commissioner Ghatti suggested switching the banner out for a printed tablecloth for ease. The Commission discussed banner options. Commissioner Hubbard suggested putting together a box of all event necessities to keep everything in one place. Chair Carlson asked the Commission what they think about attendance for the Brighton event. Commissioners came to a consensus that a majority of Commissioners will attend the meeting. This will be considered as the official Commission meeting for September. Commissioner Ghatti asked about taking funding for the Cultural Heritage event. The Commission discussed what needs funding for the event.

Motion to approve \$2000 budget for the Cultural Heritage Month Celebration

Motion: Commissioner Ghatti

Second: Commissioner Lesueur

Motion: Carried

8. Next Meeting Date – October 24, 2024, at City Hall Council Chambers and Zoom.

9. Adjourn

Meeting adjourned at 7:37 p.m.

CHASKA HUMAN RIGHTS COMMISSION

October 24, 2024

2024 Beginning Balance:	\$6,500
January	
Coffee (MLK Day event)	(\$155.98)
Pastries (MLK Day event)	(\$93.75)
Human Rights Award Plaques	(\$148.74)
Tablecloths (MLK Day event)	(\$23.03)
Fruit (Carver Community Connect)	(\$11.96)
Hooked on Books Sponsorship	(\$100.00)
February	
March	
Commissioner T-Shirts	(\$36.00)
April	
Name Badges	(\$13.00)
May	
June	
Event Supplies (Pride Celebration)	(\$165.87)
DJ (Pride Celebration)	(\$340.00)
T-Shirts (Pride Celebration)	(\$1,208.00)
Business Sponsorships (Pride Celebration)	\$750.00
Event Supplies (Pride Celebration)	(\$51.80)
July	
Ice Cream (Pride)	(\$222.78)
Pride Artwork Supplies	(\$15.24)
River City Days Supplies	(\$95.78)
River City Days Booth	(\$50.00)
August	
Cultural Heritage Month	(\$2,000.00)
September	
October	
November	
December	
Balance:	\$2,518.07

Notes:

- At the August 22, 2024 meeting, the HRC voted to allocate \$2000 towards Cultural Heritage Month programs.

Grecia Lozano

Latino Voices of Minnesota

Chaska,Mn

Project Description

Latino Voices creates an Ofrenda every year for the Latino community to participate in and have a place to commemorate and honor their ancestor as it is accustomed in their home country. It also offers an opportunity for many parents to share with their children a part of those traditions and stories supporting youth in learning more about their identity. This ofrenda became a catalyst for our community to become interested in expressing their culture and showcasing more ways in which this is celebrated at their home towns. In Partnership with the Arts Consortium we have this ofrenda displayed at the Chaska community center for 6 weeks

In addition to our annual ofrenda this year we are having an art contest. We are asking young artists to bring a version of an Alebrije (spirit guides for families) in any media and we will display them at the Chaska community center's art consortium. This will showcase for 6 weeks alongside our ofrenda.

We are also adding a Catrina Parade. This is a single night event that gives the opportunity to express art, culture, and education. The parade will start at veterans park and will be coming across the bridge above the clayhole to fireman's park ending in an educational presentation with refreshments and some performances. We will also hold a competition for the best Catrina to represent us at next year's RCD float as well as other parades we will be a part of.



Goals

1. To provide a space for the Latin community to celebrate dia de los muertos (all souls day) as it's celebrated in their home countries by creating an ofrenda that is displayed for the community.
2. To educate the Community at large on what día de los muertos is, how it's

celebrated through Latin America and what are the symbols of the ofrenda.

3. To promote the arts and cultural expression in the community youth.
4. To provide a space for cultural expression through dress up and make up at the parade.
5. To provide a space for cultural expression and reverence through the parade as it is tradition in Latin America

Your support

We believe that with your support we can make this event more accessible to the community at large creating an opportunity for our youth to experience a different culture or perhaps even a part of their own heritage that they have not been exposed to yet. It would make it possible for our small non profit to reach out to a bigger part of the community in advocating for the understanding of different cultures and expressions. Your support in the past has not only allowed us to continue our original project, but to grow this project in the last few years and we are excited to partner with you knowing your support will take us even further

We have a need of about \$1,000 that would include reusable materials for the ofrenda and parade; food and drinks for refreshments; a small prize for contest winners; additional decorations for the parade and some marketing costs.

Budget for Dia de los Muertos

Item	cost per unit	Quantity	Total cost
Alebrije Prize	50	2	100
Catrina Prize	60	4	240
Bread	1.25	80	100
Fake marigolds	9.99	10	99.9
Bridge Decoration	9.99	5	49.95
Fresh Flowers	25	4	100
Marketing	100	1	100
Papel Picado	19	3	57
Candles	6.99	4	27.96
Tablecloths	5	6	30
Incense	9.99	1	9.99
Altar items	10	9	90
bowls	2.5	6	15
Totals	309.71		1019.8

REQUEST FOR ACTION

CHASKA HUMAN RIGHTS COMMISSION

3/21/2022

Subject: Chaska Human Rights Award

Prepared By: Elise Durbin, Assistant City Administrator

Background

As Commissioners know, each year, the Chaska Human Rights Commission sponsors a Chaska Human Rights award. The award is then presented at the Martin Luther King Jr. Human Rights Breakfast in January. The purpose of the award is to recognize Chaska individuals or organizations who have made special effort to ensure all Chaska citizens have equal opportunities.

About this time of year, a call for nominations go out. The call goes out on the city's social media accounts and in the past the *Chaska Herald*. Staff will be working with the city's Communication staff to get the information out, and Commissioners are welcome to share information the city has put together. The nominations are due on December 12, 2024, and the HRC will review them at their December 19 meeting.

Attached is the 2024 nomination form, which is similar to previous years. After last year's review, there were no suggested changes to the nomination criteria or the application itself. New this year, based upon last year's discussion, is an evaluation guide for Commissioners to use to help during the review (see attached). It takes the Human Rights Award criteria listed on the application and puts in a form that allows you to see how all nominees compare. The purpose is to have all of the criteria for each nominee in the same place to help guide the discussion in November.

HRC ACTION REQUESTED

A motion to approve the 2024 Chaska Human Rights Award nomination form and evaluation guide.



CHASKA HUMAN RIGHTS AWARD

CHASKA HUMAN RIGHTS COMMISSION

NOMINATION GUIDELINES

Award

Eligible recipients are individuals or organizations (businesses, volunteers, or religious groups) who make special effort to ensure all Chaska citizens have equal opportunities in employment, housing, public accommodations, public services, education and other affairs related to the social well-being of the Chaska community.

Selection

The Chaska Human Rights Commission members will review all nominations and select the Award recipient.

Recognition

The Award recipient will be recognized at the Martin Luther King Jr. Human Rights Breakfast. The recipient may be videotaped or photographed for promotional and recognition purposes. All footage becomes the property of the City of Chaska.

Past Recipients

2011: Jonna Herbstritt
2012: Guardian Angels Church Homebound Ministry
2013: Gordon Stewart
2014: The Gathering Place, St. John's Lutheran Church
2015: The Blessed Bee Thrift Store
2016: Launch Ministry
2017: Love INC
2018: Libby Fairchild
2019: Barbara Colhapp
2020: Lee Ann Winters
2021: His House Foundation & Chaska Girl Scout Troop 15554
2022: Latino V.O.I.C.E.S.
2023: Mi CASA & Brad and Marissa Nordling

Criteria

- 1.** Nominee(s) MUST have lived or conducted business in Chaska during the time of their contribution.
- 2.** The contribution MUST represent a substantial effort toward winning or preserving equality and justice for groups of people whose circumstances make them vulnerable to prejudice, discrimination, or injustice. Vulnerable groups may be, but need not be, the "protected classes" defined in the Minnesota Human Rights Act, namely, those who may suffer discrimination because of race, color, creed, religion, national origin, sex, marital status, disability, dependence on public assistance, age, sexual preference or family status.
- 3.** The contribution MAY be in the form of one act, or a series of activities, which should be cited specifically within the application.
- 4.** The Chaska Human Rights Commission MAY give priority to the nominee(s) whose contributions had an impact on a substantial number of Chaska residents.
- 5.** The Commission MAY give priority to the nominee(s) whose contributions impacted more than one class of vulnerable people.
- 6.** Priority MAY be given to nominee(s) who protect or enhance rights outside normal employment, instead of to person(s)/organizations who perform these services as part of their job description or business.
- 7.** The Commission MAY decide not to give an award.
- 8.** The Chaska Human Rights Commission members and City of Chaska staff are ineligible for this award during their term of service and for work accomplished for the Commission during their tenure. They may receive the award after they leave the Commission or City of Chaska employment.



CHASKA HUMAN RIGHTS AWARD

CHASKA HUMAN RIGHTS COMMISSION NOMINATION FORM

1. Please give name as it would appear on the Award and press releases.
2. Please limit the narrative to 500 words or less.
3. Additional information can be attached but should be limited to two pages.
4. Refer questions to the Chaska Human Rights Commission Staff Liaison Elise Durbin at 952-448-9200 or edurbin@chaskamn.gov.
5. Completed applications can be mailed to the Chaska Human Rights Commission, 1 City Hall Plaza, Chaska, MN 55318, or emailed to edurbin@chaskamn.gov.
6. The deadline to submit applications is Thursday, December 12, 2024.

Nominated Organization/Individual: _____

Address: _____

Person Making Nomination: _____

Phone Number: _____ **Email Address:** _____

Narrative of how this individual/organization has made special efforts to ensure human rights for all citizens of Chaska. (Please mention specific examples, including length of time, number of people impacted, etc. Additional sheets may be used if necessary.)

2024 Chaska Human Rights Award Evaluation

CRITERIA	Nomination #1	Nomination #2	Nomination #3	Nomination #4
Did nominee live/conduct business in Chaska at time of contribution?				
Contribution represent a substantial effort toward winning or preserving equality and justice for groups of people whose circumstances make them vulnerable to prejudice, discrimination, or injustice?				
Number of classes of people impacted?				
Number of people impacted?				
Was the services by the nominee provided as part of their work or above and beyond their normal job/business?				
Other				

REQUEST FOR ACTION CHASKA HUMAN RIGHTS COMMISSION 10/21/2024

Subject: HRC Booth Options

Prepared By: Elise Durbin, Assistant City Administrator

Background

At the August 22, 2024 meeting, the HRC directed staff to go back and look at options for booth supplies—in particular banners and tablecloths as the existing supplies contain the previous HRC logo.

Attached is a presentation put together of display options, including banners, table covers/throws, and tablecloths.

HUMAN RIGHTS COMMISSION ACTION REQUESTED

Provide direction to staff on which items the HRC would like purchased.



CHASKA HUMAN RIGHTS COMMISSION

- HRC Booth Options
- Retractable Banner Displays
- Table Covers/Throws
- Tablecloths

Option #1

Retractable Banner Display

Portable and lightweight

Material 9.45 mil
polypropylene/polyester,
matte finish

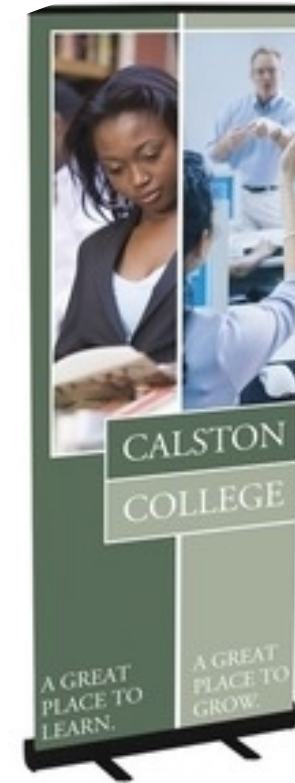
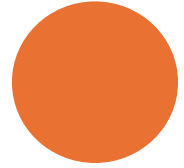
Shock cord pole
assembly, 2 swivel feet

Carry case

Assembled size 83" x
32-5/8" x 15"

Intended for indoor use

4 imprint - **\$234.53**
includes full cover imprint
on front and shipping



Option # 2

Retractable Banner Display

Sets up in seconds, great display for numerous events

Material – laminated vinyl and aluminum

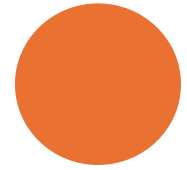
Shock pole assembly, 2 swivel feet

Assembled size: 85" x 33-1/2" x 11-1/2'

Weight 11 lbs

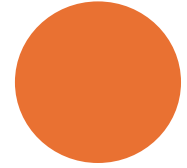
Intended for indoor use

4 imprint - **\$205.32**
includes full color imprint on front panel and shipping



Option #3 Retractable Tabletop Banner Display

4imprint - **\$99.00** includes
full color imprint but not
shipping. Shipping
approximately \$6.00.



Material – laminated vinyl
and aluminum

2-piece adjustable pole
assembly

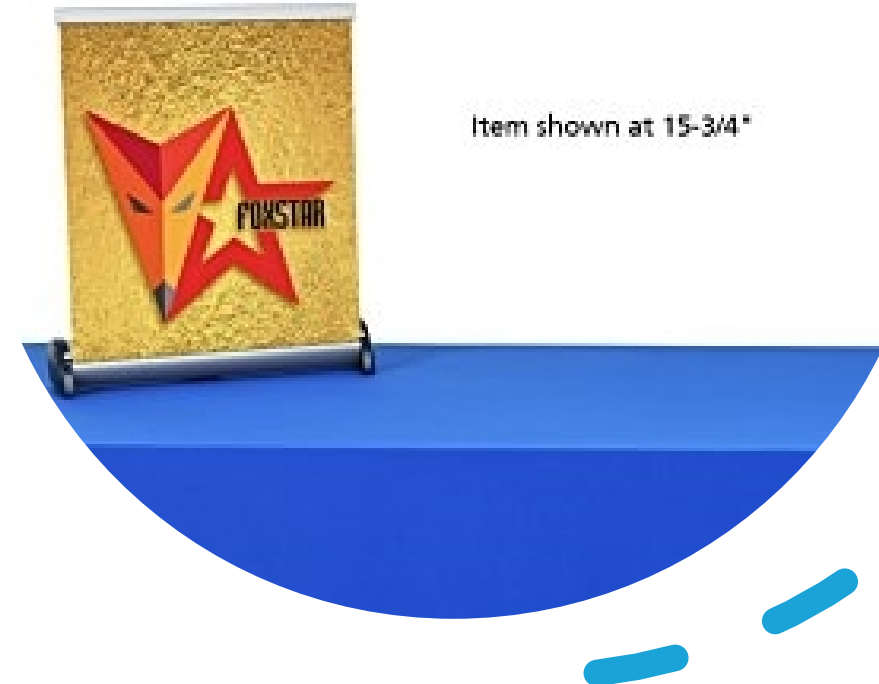
Soft Carry Case

Assembled size – 34-1/4"
x 17" x 4-7/8"

Adjustable height – 15-
3/4" to 31-1/2"

Weight – 3 lbs

Make the most of your
event space with this
mini retractable banner
stand. The variable
height make this even
more versatile.



Option #1 Closed-Back Fitted Table Cover

Material –
Polyester

Wrinkle-
resistant
properties

Underside of
material will
remain white

Closed-back,
4-sided
design

Fit – straight
fitted

Serged edge
finish

Use for 6'
tables

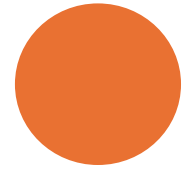
Dimensions
– 29" x 72" x
30"

4imprint - **\$266.64** includes full
color imprint and shipping



Option #2 Closed-Back Table Throw

4imprint - **\$172.64**
includes full color imprint
and shipping



Material –
Polyester

Wrinkle
resistant
properties

Underside of
material will
remain white

Closed-back,
4-sided
design

Fit – Draped

Serged edge
finish

Use on 6'
tables

Dimensions
– 88" x 130"



Option #3 Open-Back Table Throw

Material –
Polyester

Wrinkle-
resistant
properties

Underside of
material will
remain white

4imprint - **\$176.64**
includes full color
imprint and shipping

Open-back,
3-sided
design

Fit – Draped

Serged edge
finish

Use on 6'
tables

Dimensions –
67" x 130"



Option #1 Tablecloth

Amazon
\$12.99

- Rectangle Tablecloth
- Polyester
- 60 X 84 Inches
- Waterproof & Stain Resistant, Wrinkle Free Fabric
- Washable, Fade Resistant Polyester
- Good for Outdoor Use



Option #2 Tablecloth

Amazon \$16.99

- Faux Linen Textured
- 60 X 84 Inches
- Water Resistant, Wrinkle Free, Spill-Proof
- Machine Wash in Cold Water and tumble dry



Option #3 Tablecloth

Amazon \$17.98

- Polyester, Polyester Blend Material
- 60 x 84 Rectangle
- Wrinkle and Stain Resistant
- Good for indoor and outdoor
- Machine washable, iron on low heat

