

WORK SESSION  
Chaska Human Rights Award Nomination Review  
5:30-6:30 p.m.



AGENDA  
CHASKA HUMAN RIGHTS COMMISSION  
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM  
Thursday, December 18, 2025  
6:30 PM

1. Roll Call
2. Adopt Agenda
3. Open Forum/Guest Presentation
4. Approve Minutes
  - 4.A. Approve Meeting Minutes - November 20, 2025
5. Treasurer's Report
  - 5.A. Treasurer's Report - December 2025
6. Old Business
  - 6.A. MLK Human Rights Celebration
7. New Business
  - 7.A. 2025 Chaska Human Rights Award
8. Belonging Message
9. Next Meeting Date - January 22, 2026 (Work Session only)
10. Adjourn



Minutes  
CHASKA HUMAN RIGHTS COMMISSION  
Thursday, November 20, 2025  
6:30 PM

1. Roll Call

Present: Chairperson Carlson, Vice Chairperson Welvaert, Martin Hubbard, Kechi Duffy, Kevin Mee, and City Staff Elise Durbin

Absent: Commissioners Sandison, Haanan, Hamza

2. Adopt Agenda

Motion: Commissioner Welvaert

Second: Commissioner Hubbard

Motion: Carried

3. Open Forum/Guest Presentation – no guests

4. Approve Minutes

4.A. Adopt Meeting Minutes – October 23, 2025

Chair Carlson stated that the minutes left out the end of item 7.E. regarding celebrating India.

Motion: Commissioner Duffy

Second: Commissioner Mee

Motion: Carried

5. Treasurer's Report

5.A. Treasurer's Report 2025

Durbin reported November expenses as follows: They will be receiving the final invoices for the Celebrate India event shortly and it will be reflected in the December Treasurer's Report. She noted that the donation to Latino Voices is reflected in the budget.

Motion: Commissioner Welvaert

Second: Commissioner Hubbard

Motion Carried

6. Old Business

6.A. Cultural Heritage Month

Commissioner Welvaert shared information on the Latino Voices Ofrendas. She shared that there were two large ofrendas at the Community Center and the Event Center. Chair Carlson stated that the Commission participated in the Katrina Festival. She shared information about the event. She shared that they also had the Celebrate India event last week. Commissioner Hubbard stated that the event was very fun and well-received. He noted that they had a lot of information on India at the event.

6.B. MLK Human Rights Celebration

Chair Carlson stated that she, along with a few other Commission members, have been working and planning the MLK celebration. She noted Commissioner Duffy has agreed to be the emcee for the event. Commissioner Duffy stated they have secured Ethelind Kaba as the guest speaker for the event. Chair Carlson reviewed the cost for the event. She noted that they are proposing the purchase of books. The books will be centerpieces for the tables, and some attendees will be able to take a book home. She stated she is proposing that the Commission authorize \$1700 for the event budget. She noted that some of the expenses will fall under this year's budget. Commissioner Welvaert asked how many books would be purchased for the event. Chair Carlson stated that she believes it is a total of 35 books. Commissioner Hubbard noted that he would like the Commission to set a budget for each event at the beginning of the year so they can properly allocate their total budget. He noted that they should look into further ways that they can prepare for the future of the Commission, and suggested bumping up the event budget. Commissioner Welvaert noted that she is not sure if the Commission needs a big presence at River City Days. Commissioner Duffy stated that there was a lot of traffic at the event, but not a lot of education from the Commission to the attendees. Commissioner Welvaert noted that other events may be more important for the Commission to have an educational booth at. Commissioner Mee stated that he likes the idea of having a representative at the City booth for River City Days might be more beneficial than having their own booth they need to handle. He stated that the Commission's time and money may be better spent elsewhere. Chair Carlson stated that nominations for the Human Rights award are now open.

Commissioner Hubbard made a motion to increase the MLK breakfast budget to \$2800--\$800 from the 2025 budget and \$2000 from the 2026 budget.

Motion: Commissioner Hubbard

Second: Commissioner Welvaert

Motion: Carried

7. New Business

7.A. CCC Art Gallery Exhibit - Pride

Durbin provided further information regarding the item. She noted that Parks and Recreation contacted her to see if the Commission had any interest in partnering with the Arts Consortium of Carver County for the June exhibit featuring Pride. Commissioner Mee noted his interest.

7.B. 2026 Swag Items

Chair Carlson provided information on the events for which they have given swag in the past. Durbin noted that they have 89 items of swag leftover from the past. She provided samples of what items they have available. Commissioner Welvaert noted that she would like the swag to convey what the Commission is about and be versatile for each event. She noted that she would be in support of a round button with an encouraging message on it. Commissioner Hubbard stated that he would like to ensure that the swag is something that people will actually use and not throw away. Commissioner Welvaert suggested small notepads for swag in 2026. Commissioner Hubbard suggested partnering with other vendors or businesses to get their swag out at events. Chair Carlson also noted that she likes the idea of a button. Commissioner Welvaert noted that she would be in support of having nice quality pens to bring to each event. Commissioner Hubbard added that he does not want to rush into decision-making for this since they waited too long. Commissioner Duffy suggested using the remainder of the budget for something more impactful.

Commissioner Hubbard made a motion to spend up to \$500 on pens for swag.

Motion: Commissioner Hubbard

Second: Commissioner Mee

Motion: Carried

8. Message of Belonging

Chair Carlson read the message of belonging. She noted this message is for Native American Heritage Month and for the Land Acknowledgement used by the Chaska Human Rights Commission.

9. Next Meeting Date – December 18, 2025, at City Hall Council Chambers and Zoom.

10. Adjourn

Meeting adjourned at 8:37 p.m.

**CHASKA HUMAN RIGHTS COMMISSION**  
**December 18, 2025**

<b>2025 Beginning Balance:</b>	<b>\$6,500</b>
January	
Human Rights Award Plaques	(\$168.74)
Books (MLK Day event)	(\$420.97)
Refreshments (MLK Day event)	(\$256.05)
February	
HRC Commissioner name tag	(\$21.10)
March	
April	
May	
T-shirts (Pride Celebration)	(\$830.00)
June	
Booth (River City Days)	(\$50.00)
Supplies (Pride Celebration)	(\$114.74)
Ice Cream (Pride Celebration)	(\$90.10)
Face Painter (Pride Celebration)	(\$200.00)
July	
Tablecloth clips	(\$7.99)
August	
Celebrate India event budget	(\$750.00)
Event Center Rental (Celebrate India)	(\$1,750.00)
Storyteller (Celebrate India)	(\$250.00)
September	
Friends of the Chaska Library Donation (Celebrate India)	\$250.00
October	
Lions Donation (Celebrate India)	\$1,750.00
Latino Voices Ofrenda	(\$845.00)
November	
Diyas and Tea Lights (Celebrate India)	(\$50.00)
Food (Celebrate India)	(\$1000.00)
Décor (Celebrate India)	(\$500.00)
Vendor Fees (Celebrate India)	\$50.00
December	
Event Center Rental (MLK Day event)	(\$400.00)
Swag	(\$424.32)
Books (MLK Day event)	(\$370.68)
<b>Balance:</b>	<b>\$50.31</b>

**Notes:**

- A total of \$2,750 was approved by the HRC for the Celebrate India budget (at the August 28, 2025 meeting). There was an unused budget of \$1,200.
- A total of \$2,800 was approved by the HRC for the MLK Day event (at the November 18, 2025 meeting). Of this amount, \$800 is from the 2025 budget, and \$2000 is from the 2026 budget.