



AGENDA
CHASKA HUMAN RIGHTS COMMISSION
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Thursday, February 26, 2026
6:30 PM

1. Roll Call
2. Adopt Agenda
3. Introduction of New Members
4. Recommend Chair and Vice Chair
5. Open Forum/Guest Presentation
6. Approve Minutes
 - 6.A. Approve Meeting Minutes - December 18, 2025
7. Treasurer's Report
 - 7.A. Treasurer's Report - February 2026
8. Old Business
 - 8.A. MLK Human Rights Celebration
9. New Business
 - 9.A. 2026 Events and Subcommittee Assignments
10. Next Meeting Date - March 26, 2026
11. Adjourn



Minutes
CHASKA HUMAN RIGHTS COMMISSION
Thursday, December 18, 2025
6:30 PM

1. Roll Call

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

Absent: Commissioners Sandison, Haanan, Mee, and 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 – November 20, 2025

Chair Carlson noted a correction on page five, to correct "Katrina" to "Catrina."

Motion: Commissioner Duffy

Second: Commissioner Welavert

Motion: Carried

5. Treasurer's Report

5.A. Treasurer's Report December 2025

Durbin reported December expenses as follows: Since the November meeting, there have been three additional expenses. She noted that they have spent \$770 from this year's budget for the room rental and books for the MLK celebration. She noted that they spent \$492 on swag that was discussed at the last meeting. This year's ending balance is \$50.31.

Motion: Commissioner Welvaert

Second: Commissioner Hubbard

Motion Carried

6. Old Business

6.A. MLK Human Rights Celebration

Commissioner Duffy provided a report on the planning for the MLK Celebration. She noted that the finalized fee for the speaker is \$500. She stated that they will have to find something new for the music. She reviewed the plans for the food they will serve. She added that they will have a new coloring sheet for the event. The invitations will be sent out on December 29th, and email invitations will be sent out the week of January 5th. Durbin stated that the Facebook event was published this week. She stated that there are also three upcoming posts planned. Duffy stated that the Revitalizing Veterans' Dreams organization will have the opportunity to speak at the event, and they will also have access to a table if they choose. Chair Carlson stated that she would like the Commission to arrive at the event at 7:15 a.m. to help set up.

7. New Business

7.A. 2025 Chaska Human Rights Award

Commissioner Welvaert stated that they had a great discussion during the work session, and they had many wonderful nominees that were submitted. After the discussion, Welvaert motions to award the 2025 Human Rights Award to Tara Halerson and Lisa Pap for opening the Monday Market. This provides food for students and families facing food insecurity in the community.

Motion: Commissioner Welvaert

Second: Commissioner Hubbard

Motion: Carried

8. Message of Belonging

Chair Carlson shared the December message of belonging. She stated that there is so much in the world today, but here they are doing work for their community and their home. She thanked everyone for their time and thoughts on the Commission.

9. Next Meeting Date – January 22, 2026, at City Hall Council Chambers. This will be a work session.

10. Adjourn

Meeting adjourned at 6:45 p.m.

CHASKA HUMAN RIGHTS COMMISSION
February 26, 2026

2026 Beginning Balance:	\$7,000
January	
Music (MLK Day event)	(\$200.00)
Speaker (MLK Day event)	(\$500.00)
Awards (MLK Day event)	(\$333.48)
Refreshments (MLK Day event)	(\$45.00)
February	
Balance:	\$5,921.52

Notes:

- 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 was from the 2025 budget, and \$2000 is from the 2026 budget. A total of \$1,078.48 was spent from the 2026 budget and all expenses have now been accounted for. The remaining \$921.52 has been put back into the budget for other events.

STAFF REPORT
CHASKA HUMAN RIGHTS COMMISSION
2/20/2026

Subject: 2026 Events and Subcommittee Assignments

Prepared By: Elise Durbin, Assistant City Administrator

Annually, the Human Rights Commission spends time on the organizational structure of the Commission. This consists of two parts—the recommendation of a Chair and Vice Chair, as well as the formation of subcommittees that correspond with the events for the year.

Per City Code, the City Council is to appoint a Chair and Vice Chair for the Human Rights Commission for a one-year term and has relied in the past on the Commission to recommend individuals for these positions. A recommendation will be made at the February HRC meeting.

“Community Engagement and Education” as well as “Continue Ongoing Core Efforts” are two of the strategic goals of the HRC. These goals are have usually been carried out by events put on by the HRC. The second item the Commission should complete at the February meeting is a determination of the events the HRC wants to put on during the year, and then the assignment of subcommittees for each event.

Traditionally, subcommittees do the bulk of the work of the Commission and have no more than three commissioners on them due to open meeting laws. Additional members from other city departments, organizations, or from the general community can also be a part of the committee. Staff supports the subcommittees as needed, and all commissioners can participate and help at the events themselves.

Below is the list of events that have regularly been put on by the HRC, as well as other events that have been discussed previously.

EVENT	DESCRIPTION	DATES
Previous Core Events		
MLK Human Rights Celebration	Annual breakfast event for the community on Martin Luther King, Jr. Day. Has previously included a guest speaker, music, readings, and more. Work with other groups including Chaska Parks and Recreation, the school district, and others. Annual Chaska Human Rights Award is presented.	Next event is January 18, 2027
Pride Celebration	2025 was the 5 th annual event. In the past has consisted of tie-dying, community art project, games, ice cream, and more. Work with other groups including Chaska Parks and Recreation and the school district.	Park Facility has been reserved for June 21, 2026

River City Days	In the past, the HRC had a booth at the event educating the community.	2026 Event is July 24 and 25
Cultural Heritage Month	Over the past three years, there have been several events that the HRC has put on focusing on the different cultures in the city. Last year's event focused on celebrating Indian culture.	Fall
Additional Events/Opportunities		
Cinco de Mayo	Assist the Chaska Rotary in annual Cinco de Mayo event with planning and execution. Rotary will provide funding.	May 2026
Pride Art Exhibit	Work with the Carver County Arts Consortium on a Pride art exhibit at the Chaska Community Center.	June 2026 (work would be done prior to the exhibit)

Recommendation

Staff recommends that the HRC determine the 2026 events the Commission would like to put on, as well as select members for each subcommittee.