

MINUTES
CITY OF DELANO
Spirit of Community Commission
Tuesday, December 12, 2017
7:00 PM

1. Call to Order

Chair Ted May, 7:02 p.m

2. Roll Call and Approval of Agenda

Present: Tammy Frommelt, Dale Graunke, Sarah Grosshuesch,, Amy Johnson, Ted May, Steve Rogers, Becky Schaust

Not present: Sarah Stone

Liaisons: Phil Kern, City Administrator; Justin Markon, Administrative Intern; Nick Neaton, Senior & Community Services Coordinator; Matt Schoen, Superintendent, Delano Public Schools;

Also present: Jason Franzen, Delano City Council

3. Order of Business

A. Commission member introductions

Commission members and staff liaisons introduced themselves and discussed their backgrounds and interest in the commission's work.

B. Commission fundamentals

Phil Kern explained some required definitions and guidelines regarding commissions.

- A. Commission meetings are governed by open-meeting laws. Agendas and business proceedings are public record, and anyone may attend commission meetings.
- B. Commission members must observe proper data practices. Commission business and discussions are public record, including e-mail correspondence.
- C. Commission members should use proper social-media etiquette when discussing city/commission issues online. City staff will post official responses to public inquiries on social media. <https://www.facebook.com/spiritofcommunity/>

C. Meeting procedures and guidelines

Justin Markon provided an overview of meeting guidelines. Key points included:

- A. Parliamentary procedure rules apply at commission meetings
- B. A quorum must be present in order for business to be conducted legally. This commission currently has eight voting members; therefore, a quorum is five voting members

- C. The commission's voting members include: the four institution liaisons; and the four at-large members. City or school district staff are not voting members.
- D. E-mail agenda items to Nick Neaton by one week prior to each meeting; agenda must be posted by the Friday prior to commission meetings.

D. Commission goals

Nick Neaton presented an overview of the Spirit of Community Commission's goals and objectives.

- A. Ted May recommended that, for the January meeting, each commission member provide a goal in mind for the commission's work. Members should be prepared to define their goal and how it fits with the commission's mission. Members should e-mail these items to Nick Neaton by January 3 so they can be included with the January 9 meeting agenda.
- B. Discussion took place regarding other community groups that are addressing issues of diversity and inclusion as well as social, service and fraternal groups (Lions, Jaycees, GFWC) whose goals are the wellbeing of the community.
- C. Other potential January agenda items include:
 - A. Reviewing Delano United Diversity Task Force's Department of Justice action plan
 - B. Understanding Delano United Diversity Task Force's mission and goals
 - C. Defining *equality* vs. *equity* as they pertain to our commission's work
 - D. Developing a hate crime action plan
 - E. Reviewing Worthington, Ohio's community relations community document.

4. Other Business

5. Adjournment

The meeting was adjourned at 8:37 p.m.