

DEI Committee Meeting Minutes – November 13th, 2023 Meeting

1. Called to Order at 5:32 PM.

Present (via zoom): Irene Brackett, Shelly Gibson

Present (in person): Liam LaFountain, Danica Lamontagne, Flo Leighton, Andrew Lovley, Bistra Nikiforova

Absent: Martha Jacques, Kayla Lewis, Anne Morrissey

2. Discussion Items

a. Approval of the Minutes

Liam made a motion to approve the minutes from October 16th.

Flo made a motion to second.

The motion passes unanimously.

b. Public Comment

Students from UNE were in attendance as part of a class assignment.

c. Sub Committee report outs

i. Policy

1. Best Practices for Promoting Diversity, Equity, and Inclusion in Community Engagement (document review)

Andrew gave an update on the process so far for creating this document, specifically that how we connect with the community is a DEI issue.

Suggestions were made to add footnotes, an appendix with additional resources when folks are accessing a non-digital format. Irene suggested changing the opening wording given it was a bit confusing who was writing the document (by naming both internal/external committees). Flo mentioned that this document could offer support and act as a guide for current and future committee members when talking with other groups of folks that might benefit from it.

The committee invited public comment on the document, so the question was asked: what kinds of projects or events do you have upcoming or planned when this might be used?

The group discussed the need for a more comprehensive bullet about evaluation and measuring the effectiveness of community engagement while utilizing this resource (under accountability).

Andrew suggested getting in touch with the three committee members not present and see if they have any comments or additions.

The policy sub committee planned to take the feedback of the folks present, and ideally the members unable to attend, and revise the document in the next sub committee meeting, for the full committee to review and ideally vote on at December's meeting.

ii. Education & Outreach

1. December Proclamation

Bistra made a motion to approve the December proclamation.

Flo made a motion to second.

The motion passes unanimously.

Flo & Bistra reminded the group that the Homelessness Awareness Month proclamation was approved in the last meeting and so Danica and Shelly agreed to get that to the Mayor the following morning.

2. Events Calendar

Shelly shared that Heart of Biddeford is asking for small groups of volunteers or participants to join any nights of Hanukkah. Support is needed on the first night setting up at 4:30pm (December 7th), with the lighting at 5:30pm. Folks are welcome to join any subsequent nights through December 15th, at 5:30pm.

McArthur Library is co-hosting the screening of 'Fighting Indians' with the City of Biddeford & and the Citizen DEI Committee. Please try to attend! It's on Tuesday, November 28th, at 5:30pm.

d. Card for the Mayor

Bistra had suggested writing and signing a card for Mayor Grohman, but given how many committee members were absent at the meeting, proposed doing this at the December meeting.

3. The meeting adjourned at 6:53 PM.