DOVER HUMAN RELATIONS COMMISSION

The Dover Human Relations Commission (DHRC) meeting was held on November 17, 2015 at 5:16 p.m. with Chairwoman Smith presiding. Members present were Ms. Bogle, Ms. Griffith (departed at 6:56 p.m.), Mr. Henderson, Mr. Roach (arrived at 5:35 p.m.), and Mrs. Sadusky (arrived at 5:17 p.m. and departed at 6:02 p.m.). Mr. McGiffin was absent.

AGENDA ADDITIONS/DELETIONS

Mr. Henderson moved for approval of the agenda, seconded by Ms. Griffith and unanimously carried.

DHRC Committee Updates

Community Engagement Committee (Roach)

No report was provided by the Community Engagement Committee.

Education Committee (Henderson)

TED Talk Meeting with Dan Young

Mr. Henderson advised members that he had been unable to get in touch with Dr. DanYoung, Curator of TEDx at Wilmington University, who had been having health issues, but planned to get up with him regarding the TED talk.

State Human Relations Commission Film Series/Discussion Initiative

During the DHRC meeting of October 27, 2015, Mr. Henderson had offered to contact the State Human Relations Commission (SHRC) to obtain information on their planned film series/discussion initiative.

During the DHRC meeting of November 17, 2015, Mr. Henderson advised members that he had contacted the SHRC, who had provided him with a flyer extending an invitation to the community to attend the Free Film and Discussion Series offered by the Delaware State Human Relations Commission/Division of Human Relations ***(Attachment #1)***. He explained that the first film, "Cracking the Code," would be held at the Dover Public Library on December 8, 2015 from 5:30 to 8:00 p.m. Mr. Henderson felt that the DHRC should push this event to get people involved and aware and get some type of dialog going. He explained that the flyer listed other film and discussion events that would take place at other locations.

Ms. Smith questioned if Mr. Henderson was able to ask Ms. Romona Fullman, Director of the Delaware Division of Human Relations, about whether the DHRC could partner in this event and in what way. Responding, Mr. Henderson stated that Ms. Fullman was extremely enthusiastic about this and the DHRC was invited to do anything they could. He had advised Ms. Fullman that the DHRC could publicize the event and make sure it got out into the community. Mr. Henderson stated that the Dover Public Library was also very enthusiastic about the event.

Mrs. Sadusky noted that the DRHC was listed as a partner in the flyer. Ms. Smith stated that the DHRC would need to discuss what they needed to do in order to live up to their partnership. Ms. Griffith offered to contact Ms. Fullman to discuss this project on November 18, 2015.

Ms. Smith stated the need to find out what had been done already and to follow up with churches and schools, noting that Mr. Henderson had a relationship with the Capital School District superintendent. She questioned how the DHRC could do its part in engaging people around the event at the Dover Public Library.

Mr. Henderson stated the need to market the event. He indicated that he would reach out to the churches, noting that he would make it known at the Interdenominational Ministerial Association (IMA) Conference on Saturday, November, 21, 2015.

Ms. Smith questioned if the DHRC should make copies of the flyer for distribution.

Mr. Henderson and Ms. Griffith offered to work together on this. Ms. Griffith offered to post it on a bulletin board at Legislative Hall and other locations.

Ms. Smith requested, as a plan was put together in the next three (3) weeks to promote the event, that actions be documented in order to follow up with the SHRC and let them know what the DHRC's efforts were and how the SHRC was supported. She suggested that members vote on a suggested budget to purchase envelopes and mail flyers.

Ms. Griffith suggested the possibility of having the SHRC provide funds for distributing the information, noting that they usually have such funds in their budget and staff who can perform the work. Ms. Griffith offered to find out from Ms. Fullman which contacts the SHRC already had and if the event had been posted in *The Dover Post* or otherwise advertised.

Ms. Smith requested that Ms. Griffith email her a copy of the flyer so that she could post it on her Facebook page. She stated that she was not sure if other members were on Facebook and suggested that they promote the event to encourage people to come.

Ms. Smith suggested asking the City to post the event daily on their website and Facebook page, either from the current time until the event is held or for the seven (7) days leading up to the event.

Ms. Denise Devine, Assistant City Clerk, stated that the flyer indicated that the Dover Public Library was also a partner, and they may already be promoting the event. She was unsure about the City of Dover Facebook page. Ms. Devine explained that the library sends out a newsletter quite often.

Mr. Henderson and Ms. Bogle offered to work with Ms. Griffith on promoting the event.

Mr. Henderson moved to recommend becoming a partner for the free film and discussion series, specifically for the December 8th event to be held at the Dover Public Library, "Cracking the Codes," seconded by Ms. Griffith.

Mr. Henderson suggested that the DHRC also partner on the other upcoming films in the series as they come out.

Ms. Smith questioned if the other events would be held in Dover. Responding, Ms. Griffith stated that these types of series are typically held in each county.

Ms. Smith stated that the DHRC might have to be careful about getting into other people's territory, and Mr. Henderson concurred.

Ms. Smith advised members that they were voting on partnering with the Delaware Human Relations Commission on the December 8th event to be held at the Dover Public Library, as well as all of the upcoming films that will be held in the Dover community.

The motion to recommend partnering with the Delaware Human Relations Commission on the December 8th event to be held at the Dover Public Library, as well as all of the upcoming films that will be held in the Dover community, unanimously carried.

Mr. Henderson moved to recommend that the City post the event on its Facebook page, website events page, and Twitter account, if available, seconded by Ms. Bogle and unanimously carried.

Ms. Smith stated that she would also like to vote on a budget for the event, noting that members would not be meeting again before it is held. Ms. Smith questioned whether $100 or $150 would be appropriate.

Ms. Griffith stated that she did not believe the amount should be much since the SHRC had a big budget and recommended a maximum of $100. She noted that the SHRC budget includes money to do different things, such as providing food for events. She indicated that the SHRC receives grants and has resources.

Ms. Smith expressed the need to be fair by taking on some of the financial burden and at least offering to do some of the work. She suggested finding out how the SHRC would like the DHRC to support them. She felt that if the DHRC established a suggested budget, members would not have to meet again to try to get their budget straight.

Ms. Griffith expressed her feeling that $100 would be appreciated.

Ms. Smith stated that the DHRC has to report to City Council what they do with their budget and if not utilized, these funds may be lost. She felt it important to find constructive and valuable ways to use these dollars.

Mr. Henderson moved to recommend approval of a suggested budget of $150 for Ms. Griffith to have the flexibility of using, if necessary, for this particular event as the DHRC partners with the SHRC, seconded by Mrs. Sadusky and unanimously carried.

Ms. Griffith stated that she had been looking at the City of Dover Facebook page and that events were listed on it. In addition, she indicated that events are posted on the City of Dover website and the City also has a Twitter account. *[City Clerk's Office Note: Subsequent to the meeting, it was determined that the City of Dover does not have a active Twitter account.]*

Ms. Smith requested that Ms. Griffith keep her informed on where the DHRC is in terms of the partnership and what the expectation is in terms of support. She offered to personally support the Communications Committee on this event in any way that she could. In addition, Ms. Smith indicated that she was curious as to whether one (1) of the DHRC Commissioners could serve on the discussion panel for the event if there was space available and, if so, what type of background would be sought. Responding, Ms. Griffith indicated that she would inquire about this from Ms. Fullman on the following day.

Communications Committee (Griffith)

Press Release on New Commission Members

Ms. Griffith stated that she had not sent out a press release regarding the appointment of the two (2) new commissioners.

Ms. Devine stated that no press releases had been issued in regard to previous members' appointments, other than a press release when Ms. Smith became the DHRC Chair, and indicated that she was unsure whether members planned to put something out about the whole Commission or what their thoughts were for a press release.

Ms. Smith stated her recollection that *The Dover Post* ran an article when former Commissioner Cecil Wilson was appointed and they called and interviewed her at that time.

Responding, Ms. Devine stated her recollection that Mr. Jeff Brown, reporter for *The Dover Post*, had attended the first meeting after the DHRC was re-established and did a story about it, but the City of Dover did not issue a press release.

Ms. Smith suggested that once the other two (2) vacant seats on the DHRC are filled, a press release could be done providing an update on what the DHRC had done throughout the year and what 2016 would look like.

Submission of Bios and Photos for Website
Ms. Griffith advised members that her bio and picture had been posted to the City website and she would be obtaining information from Ms. Bogle for the website.

Old Business

Community Involvement - Public Relations Initiative
Ms. Smith advised Ms. Griffith that the DHRC had come up with a public relations idea to develop a card containing a photo of the commissioners, as well as a list of their names and districts, and include a message saying, "Congratulations. We're proud of you." This would be sent to individuals identified in the newspaper to let them know that the Commission exists and is aware that they exist. Ms. Smith stated this had not yet been done because there had not been a full Commission, noting that two (2) vacancies remained. She expressed her hope that Mr. Carlos Holmes, Delaware State University, could take the picture and that this could be done during FY 2016.

Ms. Smith also advised members that the Inner City Cultural League's Sankofa Cultural Arts Center, a project of Mr. Reuben Salters, former City Council Fourth District Representative, would be dedicated on Friday, November 20, 2015 at 7:00 p.m. She stated that children could be brought to the Center from 10:00 a.m. to 2:00 p.m., and there would be a related gala, with business attire, on Saturday, November 21, 2015. Ms. Smith encouraged members to attend.

Update - Four-Day Basic Mediation Training Conducted by the University of Delaware Institute for Public Administration - School of Public Policy and Administration
Ms. Smith advised Ms. Griffith and Ms. Bogle that she had attended a four (4) day mediation training and that she would be sharing what she learned when the two (2) vacant DHRC seats are filled. Ms. Smith indicated that this would not be "training." She would offer the information and process that was shared with her, but the training comes through experience.

City of Dover Police Department Ride Along Program and Citizens' Police Academy
Ms. Smith advised members that she had received an email from the City of Dover Police Department advising her that the Citizens' Police Academy would probably start around February. She indicated that this would be placed on the subsequent agenda for follow-up.

Commissioners Smith, Henderson, Roach, Bogle, and Sadusky expressed their interest in participating in the Ride Along. Ms. Smith advised members to reach out to the Dover Police Department at any time to schedule and Mrs. Sadusky provided contact information.

In House Retreat
Ms. Smith reminded members that it had been decided that the DHRC had a lot of resources around the table in terms of its membership; however, these resources were unknown, as were the interests of the various members, and this was the purpose of the planned retreat. Ms. Smith stated that members had voted to postpone the retreat until all new members were onboard.

Ms. Roach questioned if members were talking about going away for a retreat and Ms. Smith and Mr. Henderson indicated that they were.

Ms. Smith stated that the retreat would be budgeted in the current fiscal year, rather than the next fiscal year.

DHRC Vacancies (Third and Fourth Districts

Ms. Smith reminded members that there were vacancies in the Third and Fourth Council Districts, noting that she had sent an email to Council President Slavin in this regard. She expressed her hope that these positions would be filled in January.

New Business

FY 2016/2017 Budget

Ms. Smith stated that there was currently a $2,000 budget and $725 was put into mediation training, with $1,275 remaining in the budget. She noted that the cards that would be sent out for community involvement/public relations would cost money. Ms. Smith stated that if she could not validate spending $2,000 in the current budget, she could not ask for another $2,000. She questioned what projects members thought the DHRC would like to work on. Ms. Smith was unsure if there would be costs related to the online survey being developed by the Government Policies, Programs, and Practices (GPPP) Committee.

Responding to Mrs. Sadusky, Ms. Smith explained that the funds for FY 16 must be spent by June 30, 2016. Funds for FY 17 must be requested and, after her experience this year asking for money, she stated the need to be very clear on where the $2,000 would be spent and how it would bring value to the City.

Ms. Denise Devine, Assistant City Clerk, explained that staff and Council's budgets are due by the end of November 2015. She advised members that the budget cycle would begin earlier this year, at Council's request, and they would be looking at the budget not long after the first of the year.

In response to Mrs. Sadusky regarding the timeline, Ms. Devine stated that staff would input the budget for the City Clerk's Office and for Council by the end of November. Figures from last year would be pulled forward and changes would be made from there. Ms. Devine requested a recommendation tonight for what the DHRC's budget would be for the next fiscal year.

Ms. Smith stated her belief that budget items would be partnerships, training, and public relations. She noted that the public relations cards could be created before July 1, 2015; however, postage would still have to be purchased.

Responding to Ms. Bogle, Ms. Smith explained that there were four (4) DHRC committees: GPPP, Community Engagement, Education, and Communications.

Ms. Devine explained that the DHRC webpage on the City of Dover website included the DHRC 2015-2018 Strategic Plan, which contained a list of the committees and their roles.

Ms. Smith stated that the Commission was trying to find its brand, footing, or legacy within the community in terms of educating and empowering all people to not allow themselves to be suppressed but to take ownership and become the people that they want to be. She felt that if this would be the DHRC's brand, this is what they would be about, although they could do other things. Ms. Smith felt that this would require putting dollars into having forums and discussions and bringing in speakers, as well as making sure that people are in the audience, which would cost money. She stated that the DHRC was now partnering with others and questioned how and when the DHRC could take a leadership role, what that leadership role would look like, and what the DHRC was talking about that people want to hear.

Ms. Griffith questioned if the DHRC had done anything in terms of community outreach, such as serving meals at the homeless shelter or volunteering with Habit for Humanity. Responding, Ms. Smith stated that this was a great idea and would be discussed under new business.

Ms. Smith asked members to think about what is important to them and what they would like the Commission to be known for.

Mr. Roach stated the importance of community engagement, noting that in his opinion that government policies and communication could be in place and the name could be buzzing, but if members were not engaged with the community and if the people they were trying to serve did not know who they were, it would be in vain. He stated that he would like to be involved in outreach and put funds toward a DHRC Adopt a Family, buying Christmas gifts for a family and bringing the gifts personally to them, financing this through fundraisers or using budgeted funds. Mr. Roach felt that engagement was key since people would not attend forums if they were not engaged. He expressed his opinion that people would come to get a McDonald's gift card or something that benefits them but not for an education piece when they are in a difficult situation. Mr. Roach stated his belief that members have varied opinions and are diverse and may have difficulty finding one (1) common place to land.

Ms. Smith questioned what community events Mr. Roach would suggest that the DHRC participate in. Responding, he suggested reaching out to different churches and community programs and volunteering in areas where help is needed, such as serving in a soup kitchen.

Ms. Smith requested Mr. Roach to let members know specifically when and where they should do this, should the DHRC vote to do so. Responding, Mr. Roach offered to get a contact.

Mr. Henderson advised members that Calvary Baptist Church at Queen and Fulton Streets serves a Thanksgiving meal. Mr. Roach stated that this church feeds a Thanksgiving meal to those who come and delivers one to those who cannot.

Ms. Griffith noted that Interfaith Mission for Housing has a sign-up available on their website for the days when food can be provided and served and this may also be a possibility.

In regard to the FY 2016/2017 budget request, Ms. Smith indicated that she had put together a budget. Noting that members had talked about partnerships, training, public relations, and postage, she questioned if members wished to add anything else.

Mr. Roach stated that not many funds had been used in the current fiscal year and questioned if remaining funds would roll over or be returned and the DHRC would start with a whole new budget. Responding, Ms. Devine stated that funds that are not spent would be gone and the DHRC would submit specific line items for the budget for the next fiscal year.

Ms. Griffith suggested allocating funds to do a dinner at the homeless shelter or sponsoring a family. Responding, Mr. Roach noted that funds were available in the current budget and suggested that this topic be added to the next agenda under outreach.

Ms. Griffith expressed her desire to make sure that funds would not be reverting.

Mr. Roach stated his thought to ask for the same amount since he did not believe that the DHRC would be able to use all of the funding for the current fiscal year.

Ms. Smith noted that funds did not have to be spent until June 30, 2016 and she felt that this would occur.

Ms. Griffith felt that the same amount should be asked for and believed that it could be spent.

Mr. Roach felt that if the DHRC could show Council what was planned between now and June, they might be able to ask for more.

Ms. Smith stated that training was included for next year, as well as the cost of partnerships. She indicated that there could be a line item for outreach, which would include postage, cards, and community events.

Ms. Griffith stated that she could talk to Ms. Romona Fullman, Director of the Delaware Division of Human Relations, about what events were planned, noting that the DHRC could add to the SHRC's plan, as well as the Commission for Women's plan.

Ms. Devine reminded members that there had been discussion about sending another Commissioner to mediation training in the spring. She was unsure if the price would be the same or increase; however, $725 had already been spent for this.

Ms. Devine stated that if the DHRC wished to recommend a budget of $2,000, this could be submitted. She noted that it would be possible for members to change this after their next meeting if necessary. Although half of their current budget had not been spent, this could change by the end of the year. Ms. Devine reminded members that things could change and they could go back to the City Manager or Council to ask for more funds.

Ms. Smith indicated that the general consensus was to ask for $2,000 and not go above that.

Mr. Roach concurred at this point in time, noting it would difficult to ask for more since less than half of the budget was spent. He stated his recollection that the DHRC's initial request was for $5,000 and Council approved $2,000, noting that it was better to shoot high.

Ms. Smith indicated that she would like to ask for $5,000 and tell Council that the DHRC had planned to send additional members for training but opted not to do so at this time because it would have eaten up their budget. She stated that training, public relations, postage, and outreach could be included as line items, and community engagement and events could be listed under outreach.

In response to Ms. Devine, Ms. Smith confirmed that the budget amount would be $5,000 but specific amounts would not be set for the items that she mentioned.

Ms. Smith moved to request $5,000 for the FY 2016/2017 budget for training, public relations, postage, and outreach, with community engagement and events to be listed under outreach, seconded by Ms. Griffith and unanimously carried.

Invitation for the DHRC to Participate in the Central Delaware National Association for the Advancement of Colored People (NAACP) 1st Annual Community, Family, and Fellowship Dinner/DHRC Logo

Ms. Smith reminded members that she had participated in a community outreach event that had been held by the City of Dover Police Department and the National Association for the Advancement of Colored People (NAACP) on October 8, 2015, which was held in the downtown area at the former Acme grocery store site and had been an amazing event. She indicated that she had been notified that the NAACP would be holding a 1st Annual Community, Family, and Fellowship Dinner on Monday, November 23, 2015 at Holy Trinity Church at 425 West Division Street, and volunteers were being sought. Because there had been no opportunity for the DHRC to get together and discuss this, Ms. Smith stated that her own business, "S. Renee's There is More Inside", would be partnering and was listed on the event flyer. She felt that it would be a huge opportunity for the DHRC to also partner and have their logo and presence there; however, she realized that the Commission did not have a logo. Ms. Smith expressed the need for members to be identifiable when going out and volunteering and suggested having matching T-shirts with the DHRC logo on the front and perhaps "We Believe in the City" on the back.

Ms. Griffith stated that they could also have name tags that would identify them.

Ms Devine stated that new members would be provided DHRC badges once their pictures were received. She was unsure if the Commission would like to purchase business cards for the new members or if they wanted to wait until the two (2) vacancies were filled since there would be a discount if more cards were purchased. She indicated that she could place this matter on the next agenda for discussion.

Ms. Smith stated her belief that a logo was needed and asked if Ms. Griffith could work on this.

Mr. Roach suggested that all members try to come up with a general concept, suggesting that the SHRC logo be adapted using the City's seal if the SHRC gave permission.

Ms. Smith stated that she could provide the name of someone who designs logos and could provide several samples. She indicated that this may cost $50 or $100; however, the DHRC has a budget to build its presence. Ms. Smith felt that she was not qualified to do this and did not like to step into territories where she is not qualified.

Mr. Roach felt that it would be a disservice to the new commissioners to wait until the next meeting to order business cards.

Ms. Smith advised members that she was not necessarily saying that the business cards should wait but was thinking about having the DHRC logo on the top of the cards. She felt that a designer should prepare the logo, and Ms. Griffith concurred, stating that the City should not mess with the State's logo.

Mr. Roach requested that he be provided the contact information for a designer and stated that he would provide a general idea of what the DHRC was looking for.

Ms. Smith suggested the designer be provided with the DHRC's mission and the feeling that they want to leave with people. They would be paid for their creativity in designing the logo.

Ms. Griffith requested that she and Ms. Bogle be provided badges for identification. Responding, Ms. Devine stated that she could obtain badges from Human Resources as soon as she receives photos and would notify members when they are available.

Ms. Smith stated that it would have cost from $150 to $300 for the DHRC to be a part of the NAACP 1st Annual Community, Family, and Fellowship Dinner, which would not have been costly and would have increased the DHRC's presence. However, she indicated that members could still volunteer to serve on the day of the event and she definitely planned to be there.

Ms. Griffith expressed her opinion that the DHRC needed to participate in more things like this as a commission, noting that their picture could be put in *The Dover Post* so people would know who they are.

Members discussed various options regarding obtaining T-shirts or polo shirts to identify them.

Ms. Devine noted that this item was not listed on the agenda. Ms. Smith stated that the DHRC was planning to do an event and members needed something that would make them identifiable for events like this.

In response to Mr. Roach, Ms. Devine explained that items could not be added to the agenda because the public had not been made aware of the item being discussed. She explained that the Freedom of Information Act (FOIA) specified that emergency items could be added up to six (6) hours before a meeting. Ms. Devine noted that the community was not being given the opportunity to talk about how the DHRC was spending money or provide input on the logo.

Mr. Henderson moved to recommend that the DHRC participate in the NAACP 1st Annual Community, Family, Fellowship Dinner, which also involves the Dover Police Department, the Interdenominational Ministerial Alliance, the Fraternal Order of Police, and S. Renee's There is More Inside, seconded by Ms. Griffith and unanimously carried.

Ms. Griffith and Mr. Roach stated that they planned to attend.

Ms. Devine reminded members that when four (4) or more members get together, the City can post a notice regarding a potential quorum. Members would not be in official session and could not take action, which could not occur outside of an official meeting. In addition, she stated that members could not call four (4) other members to discuss official business. Ms. Devine requested that if members receive notice of similar events and are looking for members to attend, this information should be sent to the Clerk's Office so that they can share it with all commissioners.

In response to Ms. Griffith, Ms. Devine confirmed that this would also apply to information she might wish to pass on from the Communications Committee. She explained that the Clerk's Office blind copies members on emails so that members do not "Reply All", which could result in an unintended meeting.

Ms. Smith questioned how much members would like to allocate for the logo and recommended not exceeding $100.

Mr. Roach suggested going to one of the colleges or high schools and offering a prize for the official DHRC logo. This would build a relationship with the school and possibly with the Capital School District Superintendent.

Ms. Smith questioned if this would be part of Community Engagement, and Mr. Roach stated that he felt that it would.

Ms. Devine stated that Council would have to approve this recommendation.

Ms. Bogle suggested that, rather than a contest, this could be a project for students at Delaware State University.

Ms. Devine advised members that the City of Dover has T-shirts and polo shirts with the City of Dover logo that are sold at the City's warehouse but was unsure of the price.

Mr. Henderson questioned if the DHRC's information could be added.

Mr. Roach felt that the Dover High School print shop could add this information in a short amount of time. This could be done for the short term until a logo is developed and approved by Council.

Responding to Ms. Smith, Ms. Devine stated that the DHRC could use shirts with the City of Dover logo since this is on the DHRC agendas, etc. She did not feel it would be a problem to add members' titles.

Ms. Smith questioned what the process would be for obtaining shirts with specific sizes from the City of Dover and getting them to Dover High School to have the names added. She also inquired if members were going too far off the agenda and if this would cause conflict.

Ms. Devine stated that if members wished to take a brief recess, she could find out this information.

Mr. Roach moved to take a brief recess, seconded by Ms. Bogle and unanimously carried.

Meeting recessed at 6:27 p.m.

Mr. Henderson moved to reconvene the meeting, seconded by Ms. Bogle and unanimously carried.

Meeting reconvened at 6:33 p.m.

Ms. Devine advised members that, since they had decided to participate in the event, they could discuss and vote on whether or not they would like to get shirts under that topic. She advised members of the approximate cost of each shirt and offered to check the next day on how shirts could be obtained. Ms. Bogle noted that members could email her their sizes.

Ms. Bogle offered to coordinate with the Clerk's Office regarding obtaining the shirts and with Dover High on additional lettering for the shirts.

Ms. Devine advised members that they could discuss getting a logo and having a contest. Once the options were narrowed down or the group decided on a logo, this should be formally presented to Council before representing the City with the logo in public.

Mr. Henderson moved to purchase shirts from the City for each member and have them taken to Dover High School to have Commissioners' names put on them. The motion was seconded by Ms. Griffith.

Ms. Devine questioned if members would like the lettering to specify "DHRC" or "Dover Human Relations Commission."

After further discussion, Ms. Smith clarified that the motion was to purchase polo shirts from the City for each commissioner and have them taken to Dover High School to have "Dover Human Relations Commission" and the last name of each commissioner added.

Responding to Ms. Bogle, Ms. Smith stated that efforts would be made to have them done by Monday, November 23, 2015 if possible.

The motion to purchase polo shirts from the City for each commissioner and have them taken to Dover High School to have "Dover Human Relations Commission" and the last name of each commissioner added unanimously carried.

Ms. Devine obtained sizes of members who were present and offered to contact members who were not there. Ms. Devine stated that there were different colors and members requested a darker color.

Mr. Roach moved to allow Ms. Bogle to work collaboratively with the City with latitude to obtain the shirts, regardless of the color, and choose the stitching based on her decision with Dover High School, seconded by Mr. Henderson.

Ms. Smith stated that white was not a choice since it would be hard to clean.

The motion to allow Ms. Bogle to work collaboratively with the City with latitude to obtain the shirts, regardless of the color, and choose the stitching based on her decision with Dover High School, carried unanimously.

Mr. Henderson moved to recommend that Dover High School students be asked to create a logo for the Dover Human Relations Commission in exchange for a $50 gift certificate, seconded by Ms. Griffith.

In response to Mr. Henderson, Ms. Smith stated that the gift certificate would not have to be for any particular place but could be a gift card.

Mr. Roach suggested that the Community Engagement Committee solicit donations for prizes, for example, the winner could receive a $50 Visa Card, second place a gift card from Best Buy, and third place a card from TGIFriday's. He felt that the prize should be based on whatever donation the Commission was able to obtain.

Ms. Devine questioned if the full Commission would vote on the contest winner or who the judges would be. She stated that the DHRC would make a recommendation to Council regarding the logo contest and, if approved, the DHRC could work on the idea more at the next meeting.

Ms. Smith stated that once Council approves the contest, the DHRC could move forward, knowing that the logo would have to go back to Council for approval.

Responding to Mr. Henderson, Ms. Devine stated that DHRC items are typically on Council's consent agenda, but if someone wanted to discuss an item further with Council during the meeting, it could be removed from consent. She stated that when the logo goes to Council for approval, this would be a formal presentation and not on the consent agenda.

Mr. Roach stated that the contest winner could be brought in and recognized. He felt that DHRC members should be there as well.

The motion to recommend that Dover High School students be asked to create a logo for the Dover Human Relations Commission in exchange for a $50 gift certificate unanimously carried.

DHRC Webpage Photo Gallery

Ms. Smith advised members that if "Dover Human Relations Commission" is googled, a photo gallery appears that has outdated pictures. She suggested that the photo gallery be taken down completely or that the pictures be replaced with new ones.

Mr. Roach felt that these pictures should be taken down immediately since the Commissioners' new bios were on the website. He suggested that new pictures be taken to replace the old ones.

Ms. Devine explained that the DHRC photo gallery had been turned off and a Google search now indicates that the link is broken; however, the photo gallery would still show up on a Google search for the Dover Human Relations Commission. She noted that the DHRC's current webpage appears second on a Google search, but the old information appears first because it had been there for a long time. Ms. Devine advised members that if they click on their own links every day, this would cause this information to open up first in Google.

Mr. Roach moved to recommend taking photos of Commissioners at meetings and events and submit them. The motion failed for lack of a second.

Ms. Bogle indicated that she has a camera and liked to take photographs.

Mr. Henderson moved to recommend beginning to take pictures of events that the Commission is having and for Diane Bogle to be the primary photographer for the photo gallery, seconded by Mr. Roach and unanimously carried.

Scheduling of 2016 Meeting Dates

Ms. Smith questioned if members wished to hold a December meeting, noting that if they wished to vote on adopting a family, this would have to take place in the next two (2) or three (3) weeks.

After further discussion, Ms. Smith suggested meeting on Thursday, December 10, 2015. Ms. Denise Devine, Assistant City Clerk, indicated that she would have to check the availability of the meeting room.

Ms. Bogle questioned if members wished to adopt a family or if this would be determined at the time of the next meeting. Responding, Ms. Smith indicated that this would be determined during the next meeting since it was not on the current agenda. She encouraged members to email the City if they had other matters that they wanted to discuss so that they could be placed on the agenda.

Ms. Griffith stated that members could also consider adopting a senior citizen through the Department of Health and Human Services.

Mr. Henderson moved to tentatively schedule a meeting for December 10, 2015 at 5:15 p.m., seconded by Ms. Griffith and unanimously carried.

Ms. Devine stated that if December 10th date were not available, she would contact the Chair and members regarding an alternate date.

Ms. Smith moved for adjournment, seconded by Ms. Bogle and unanimously carried.

Meeting adjourned at 7:13 p.m.

S. Renee Smith
Chairwoman

SRS/TM/js/
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Attachment
Attachment #1 - Flyer - Free Film and Discussion Series - Delaware State Human Relations Commission/Division of Human Relations

Delaware State Human Relations Commission /Division of Human Relations
invites you to join in a series of community learning opportunities

Free Film & Discussion Series

My humanity is bound up in yours, for we can only be human together.
Desmond Tutu

FILM: ***"Cracking the Codes"*** –This film asks America to talk about the causes and consequences of systemic inequity. Designed for dialogue, the film works to disentangle internal beliefs, attitudes and pre-judgments within. *Cracking the Codes* helps to deepen and shift the framing of racial disparities. We continue to primarily focus on individuals, when institutional and structural inequities are the bigger problem. The film features moving stories from 24 racial justice leaders that offer learning benefits to all participants.

DATE	TIME	LOCATION
NOV. 9	5:30-8	WILMINGTON LIBRARY DUPONT ROOM 10 E. 10TH STREET **WILMINGTON**
NOV. 19	6:00-8	FIRST STATE COMMUNITY ACTION AGENCY, 100 RAILROAD AVENUE **GEORGETOWN**
DEC. 8	5:30-8	DOVER PUBLIC LIBRARY 35 LOOCKERMAN PLAZA **DOVER**

UPCOMING FILMS

A Class Apart: A Mexican American Civil Rights Story - From a small-town Texas murder emerged a landmark civil rights case. The little-known story of the Mexican American lawyers who took Hernandez v. Texas to the Supreme Court, challenging Jim Crow-style discrimination.

Trans – Is an extraordinary and very personal journey into the transgender world through the memorable stories and the unusual lives of a remarkable group of people.

Home of the Brave – About the only white woman murdered in the civil rights movement and why we hear so little about her. Told through the eyes of her children, the film follows the on-going struggle of an American family to survive the consequences of their mother's heroism and the mystery behind her killing.

Viva La Causa – Focuses on the 1960s grape strike and boycott led by Cesar Chavez and Dolores Huerta . It shows how thousands of people from across the nation joined in a struggle for justice for the most exploited people in our country—the workers who put food on our table.

Individuals, agencies, groups, civic and church organizations *Join the Conversation!*
For more information and to REGISTER visit: www.delawarehumanrelations.gov
or
call 1(877) 54-HUMAN

DELAWARE HUMAN RELATIONS COMMISSION

Educating, Promoting and Enforcing Laws Against Discrimination

Film Series Partners:

New Castle County Library System
Dover Public Library
Dover Human Relations Commission
First State Community Action Agency