



CITY OF MARSHALL
Diversity, Equity, and Inclusion Commission
Agenda
Thursday, October 05, 2023 at 3:00 PM
City Hall, Camden Conference Room

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) Approval of Minutes
2. Welcome Jasmine DeSmet & Dr. Erin Kline

OLD BUSINESS

- [3.](#) Welcoming Week Recap
4. Youth Commission

NEW BUSINESS

5. 2024 Juneteenth Planning Group
6. Commission Member Updates/Openings
7. Commission Retreat/Strategic Planning Discussion

ADJOURN

Disclaimer: These agendas have been prepared to provide information regarding an upcoming meeting of the Common Council of the City of Marshall. This document does not claim to be complete and is subject to change.

MINUTES
CITY OF MARSHALL
DIVERSITY, EQUITY, AND INCLUSION COMMISSION
Thursday, August 3 at 3:00PM
City Hall, 344 W. Main Street | Camden Conference Room and Zoom

AT LARGE MEMBERS PRSENT: George Taylor, Michele Knife Sterner, Joyce Tofte, Amber Kinner-Alahakoon, Ashley Dwire

STANDING MEMBERS PRESENT: Beth Ritter, Samuel Lund, Carol Biren, Denae Winter

STAFF: Addy Wolbaum, DEI Assistant, Sharon Hanson, City Administrator

OLD BUSINESS

Co-Chair Taylor opened discussion for the use of DEI funds to be used for Welcoming Week. A motion was made to allow \$2,500 for Welcoming Week, keeping in mind we will receive SWIF funding. The vote was 4 yes, 1 no. The motion carried. Another motion was made to allow 10% of the DEI budget to be used for administrative purposes/purchases, without needing prior approval from the commission. Administration and Staff will be transparent with the commission on the spending. This motion carried with a 4 to 1 vote.

Discussion of the World Café followed. Co-Chairs Taylor and Knife Sterner, along with Administrator Hanson, informed the group of their previous discussion to bring carryout strategic planning and incorporate the World Café results. They emphasized that this World Café work will never be “finished.” We will continue working on it. Member Tofte suggested putting the results on the DEI website. Wolbaum will work on that.

NEW BUSINESS

Samuel Lund, the Senior Class President, will be representing SMSU on the commission.

Staff updates came next – Jasmine DeSmet will be starting as the new Community Education Coordinator on August 28. She will also be joining the commission as a staff liaison.

Discussion on the structure of the commission took place. At the previous meeting, the commission discussed holding a retreat to refocus and reenergize. The retreat will consist of a quick presentation on the background of the commission, ice-breaker activities and a meal. A doodle poll will be sent out to select the date.

Welcoming Week is on September 19 from 5-7pm at Justice Park. Wolbaum gave an update on planning. We will be ordering t-shirts from SWIF - an email will be sent asking for shirt sizes.

OTHER

Wolbaum gave an update on National Night Out. She had a DEI table at the event and passed out Welcoming Week flyers and informative commission flyers with QR codes to the website.

The meeting was adjourned at 3:43pm

Respectfully submitted,

Addy Wolbaum, DEI Assistant

EXPENSE REPORT

Welcoming Week 2023

City of Marshall DEI Commission

Description	Entertainment	Refreshments	Misc.	In-Kind	Total
ACE Obstacle Course (3 sections)	\$480.00				\$480.00
ACE Basic Bouncer	\$150				\$150.00
ACE Axe Throwing	\$200				\$200.00
ACE Inflatable Delivery	\$125				\$125.00
PushPlay DJ	\$150				\$150.00
MGLX Egg Rolls (500)		\$750.00			\$750.00
Water (320)		\$42.88			\$42.88
Ice		\$30.56			\$30.56
Park Dept. (park rental, tent, picnic tables, large cooler, garbage barrels, staff time)			\$500.00		\$500.00
200 Countries String Flag			\$26.94		\$26.94
300 Subway Cookies			\$0.00	\$0.00	\$0.00
MMU Bucket Truck Rides				\$0.00	\$0.00
Emergency Response Vehicles/Personnel				\$0.00	\$0.00
					Total
	\$1,105.00	\$823.44	\$526.94		\$2,455.38