



CITY OF MARSHALL
Diversity, Equity, and Inclusion Commission
A g e n d a
Thursday, January 04, 2024 at 3:00 PM
344 W. Main, City Hall

NEW MEMBER INTRODUCTIONS

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) October Minutes
- [2.](#) November Minutes
- [3.](#) December Minutes

OLD BUSINESS

4. Juneteenth
5. World Fest

NEW BUSINESS

- [6.](#) It Begins With Us Funding Request
7. Co-Chair Nominations

EVENTS

- [8.](#) MLK Day Celebration
9. It Begins With Us

ADJOURN

VISION: The City of Marshall is dedicated to building a welcoming, inclusive, and racially equitable community.

MISSION: To create and sustain an ongoing dialogue, through which we explore inequities, share information, and be a change agent for race equity within our community.

MINUTES
CITY OF MARSHALL
DIVERSITY, EQUITY, AND INCLUSION COMMISSION
Thursday, October 5 at 3:00PM
City Hall, 344 W. Main Street Camden Conference Room and Zoom

AT LARGE MEMBERS PRESENT: George Taylor, Michele Knife Sterner, Joyce Tofte

STANDING MEMBERS PRESENT: Beth Ritter, Nicole DeBoer,

STAFF: Addy Wolbaum, DEI Assistant, Jasmine DeSmet, Community Education Coordinator, Sharon Hanson, City Administrator

Meeting began at 3:06pm

George Taylor welcomed the commission.

Michele Sterner asked for approval of the minutes: G Taylor motioned, Michele Sterner seconds. Motion carries.

Michelle asked for approval of the agenda: G Taylor motioned, Joyce Thoft seconds. Motion carries.

Jasmine DeSmet introduced herself - excited to take on this new role at the City and working with the DEI Comm.

Michelle also welcomed Dr Erin Kline, the new standing member representing SMSU. Dr. Erin Kline was not able to attend this meeting.

OLD BUSINESS

Welcoming Week recap by Addy: under 500 people attended based on free eggrolls. Positive feedback. Than Than Kyaw from SWIF attended. Good turnout from booths/vendors. Beth Ritter from school system talked about demographics of attendees -- and noted that food choices bring different community members. Addy wonders how we can get high school/college age to attend? Beth loves idea to section off the bike path and have a chalk art contest. Nicole DeBoer knows of professional chalk artists. Consensus was that the event was appreciated by attendees. Michele mentioned that is timing of the event is at the same time as class and practice time. DJ/music did a good job.

Youth Commission update: Michele shared that the city attorney was going to give goals to her about the youth commission. We need to pick up this task and get it done. Want to continue to

move forward. Addy added the youth commission wouldn't be just DEI -- but a youth representative of multiple divisions of the City.

JUNETEENTH planning resulted in a few reflections: we have a strong foundation but want to make it better; need an Emcee; although we had a smaller crowd this year, they were engaged; The More Network will be sharing their reflections. We applied for a Marshall Community Foundation/SWIF grant but have not yet received word about this grant yet. Want to review other cities who have Juneteenth celebrations. Joyce asked for clarification about what questions the commission had for The More Network. George understands that we want to talk about roles for this event going forward -- and how to expand our outreach. Addy clarified that going forward the City of Marshall will take a larger planning/leadership role -- at the request of The More Network and SMSU (previous leading partners). Juneteenth 2024 is on a Wednesday. George recommends that for the first planning meeting it should be a small manageable group that includes commission sub-committee members, the City and The More Network. (Sharon Hanson arrived) Sharon defined this meeting as how do we want to sponsor this event as a City; The More Network can give us more input at this planning meeting -- really just deciding "what do we want to do" and getting feedback on that. Would be good to meeting before the new year. Michele mentioned that it would be nice to have it in the Community Services brochure -- like a save the date.

COMMISSION MEMBER UPDATES/OPENINGS: Ashley has stepped down from the standing member position. We have 4 positions open - but 3 needing recruitment. Michele has talked to people about joining and gets feedback that they are nervous about the process. Michele asked the attending commission members to assist in searching for people. G Taylor would like the commission to be more proactive and go after people who will serve this board well. Maybe brainstorm potential members.

RETREAT planning continues. The dates are still under review. There is consideration to allow for time to network with fellow commission members. In addition, Sharon would like us to formalize goals and have a strategic planning session. Sharon is reaching out to a couple facilitators for this strategic planning. Nicole will send a couple additional names.

(INTROS around the room)

Mua Pehn / Exposed Brick Theatre will be presenting portions of a Karen play in Marshall at SMSU (4 scenes) on 7pm October 30. In addition we were approached by an organization called Asian Media who was approached by the Chinese Chamber of Commerce of MN to do a vaccination clinic: they are offering free vaccinations (Covid and Flu shot) plus \$50 gift card specifically for people of color. Clinic will be from 5-8pm on Oct 30. Will have an opportunity

for a second clinic on November 28 alongside another event. Michele will send out marketing materials to everyone on the DEI Commission so that they can send/include in their networks.

Meeting adjourned 3:50pm

MINUTES
CITY OF MARSHALL
DIVERSITY, EQUITY, AND INCLUSION COMMISSION
Thursday, November 2 at 3:00PM
City Hall, 344 W. Main Street Camden Conference Room and Zoom

AT LARGE MEMBERS PRESENT: Michele Knife Sterner, Joyce Tofte

STANDING MEMBERS PRESENT: Dr. Erin Kline, Samira Sheikh

STAFF: Addy Wolbaum, DEI Assistant, Jasmine DeSmet, Community Education Coordinator, Sharon Hanson, City Administrator, See Moua-Leske, City Council

The meeting began at 3:03 pm

Approval of Agenda: No quorum was present.

Approval of Minutes: No quorum was present.

Dr. Erin Kline introduced herself and is excited to be part of this group and learn what type of work she can support in the community.

OLD BUSINESS

Strategic Plan update: Sharon Hanson updated the group. The group would benefit from setting goals and expectations for the DEI commission to operate under. She has contacted a few strategic planning partners to see who we can hire to do this work with our group. She would like to have those options available to review at the next meeting.

Juneteenth: The co-chairs discussed holding a general meeting on Juneteenth and have that open to the public to express ideas on the event. We did not receive the grant that was applied for, so we will need to keep that in mind while planning the event financially. They will determine some options for dates and then update the group

Youth Advisory Council: The City is looking at something like this as a whole. Is there a need for a youth council that would get the opportunity to see all the different committees in the city. Sharon did some research on other youth councils in other cities. If we feel strongly that we should offer this type of program, the DEI commission could request that the City Council take a look at supporting this initiative. Members feel that this type of program would allow youth to get exposure to the government representation of their city as well as understanding government processes and how they affect youth in their community.

NEW BUSINESS

Charter Revisions: Sharon explained that we are a Charter City and the charter is different from City Council. The charter is in need of being updated as some of the language is outdated. The Charter commission does support that decision and that it should be brought before the council.

DEI Commission Openings: We are in need of at large committee members with 4 vacancies. Dr. Kline asked if there are other student organizations on SMSU campus that we could promote the commission at their meeting. Joyce indicated that she knows a few people who may be interested, but they are curious about what we are working on and initiatives. A suggestion was made to make a "one pager" that would describe our initiatives. Addy will work on a flyer to represent information.

Upcoming Co-Chair Nomination: Michele's position as co-chair will end at the end of January, so a new co-chair will need to be nominated.

OTHER

IBWU: Michele said that Addy, See and herself have been working on the details of the It Begins With Us conference details. The first day involves a Poverty Simulation and the second day is a Theatre Production called "Breaking Ice."

Kao Kalia Yang: This event will take place in the Fine Arts Theater on Tues, Nov 28th from 7-8:30 pm. SMSU is partnering with MN West to bring this event to Marshall. She also writes children's books and will be visiting the SMSU childcare center to read her book.

Trans Night of Visibility will be held at Brau on November 3rd at 7pm.

Overcoming Racism Network will be held virtually coming in January. This is a free event.

November 18 is Hmong New Year Event at SMSU. Opening Ceremony starts at approximately 10am.

Sharon shared the Utilities of MN newspaper with the committee. There is a photo from our Welcoming Week featured in this paper.

The meeting was adjourned at 3:55 pm

Respectfully submitted,

Jasmine DeSmet

MINUTES
CITY OF MARSHALL
DIVERSITY, EQUITY, AND INCLUSION COMMISSION
Wednesday, December 7, 2023 at 3:00PM
Camden Conference Room and Zoom
City Hall, 344 W. Main Street

At-Large Members (Voters): Michele Sterner Knife, Dr. George

Standing Members: Beth Ritter, Nicole DeBoer, Dr. Erin Kline, Dr. Timothy Mok, Denae Winters

City Staff: Addy Wolbaum, Sharon Hanson, Preston Stensrud (Special Guest Presenter), See Moua-Leske

Approval of Agenda

- No quorum for voting

Approval of Minutes

- No quorum for voting

Inclusive Playground Presentation - Preston Stensrud

- Original plan was to build one big inclusive playground
 - During COVID, funding disappeared
- Shifted idea to include a piece at of inclusive playground at each playground in Marshall
 - Installed at Legion & Independence and ordered for 3rd park (Justice Park- musical theme)
 - All funds are donations
- Disability
 - Not just wheelchair, maybe allergic reaction to wood chips, etc.
- 2021
 - Installed inclusive pieces at Legion Field Park
 - In-ground merry go round
 - Roller table
 - Practice balance
 - Worked with businesses
 - Received funding & grants
 - Artificial turf- specifically made for playgrounds
 - Sidewalk around inclusive area for accessibility
 - 35,000
- 2023
 - Installed inclusive pieces at Independence Park
 - Teeter totter
 - Climbing belt, rocks
 - Spinning like a merry go round
 - Seats designed for different seating options

- 50,000
- Donations
 - Turkey Valley Plant- committed \$60,000
 - Hyvee- big supporter as well
- How are pieces decided?
 - Burk
 - Company used, easy and great to work with
 - State contract worker
 - Preston looks at the catalog and just makes decisions
 - Haven't done data part
 - Gets feedback from donors and families who use it

IBWU Funding Request

- Requested, but do not have quorum to vote on whether or not to grant \$1,500 for event

WorldFest Information

- Looking for partners
 - Visit Marshall?
- Condensing it?
 - Going from 8 performers to 4
- How to make it sustainable
- Change date of event?
- Will still happen, just will look different
- Have a meeting with all possible partners
 - CVB
 - SMSU
 - City of Marshall
- Need to get information, logistics, etc. from Dr. May Lee
- Combining it with Welcoming Week event?

Juneteenth Meeting Update

- 9 people attended
- Held at library
- Library Collaboration
 - Slavery Exhibit
 - Will attempt to bring back for the celebration
- Good discussion on location, partnership, etc.
- More marketing and advertising
- Next meeting: Jan 10th at 1:30 at Library

Member Openings

- Need members
- Create awareness
- Only 4 At Large members right now

- Idea: hold a “Open House” DEI Commission w/ refreshments to encourage more people to apply

Strategic Planning Update

- Contracted a consultant to conduct a strategic planning for the City of Marshall
 - Ashley Hanson- consultant

Meeting adjourned at 4:03 pm.

Respectfully Submitted,
See Moua-Leske



It Begins With Us

2024 ANNUAL CONFERENCE

EXPERIENCE THE STORIES OF YOUR COMMUNITY

This annual conference is uniquely designed to share the stories and experiences of community members to engage in meaningful conversations centered around Diversity, Equity, and Inclusion.

Day 1:

MONDAY, FEBRUARY 12

1:00 pm - 5:00 pm

Interactive and immersive Poverty Simulation, led by United Community Action Partnership.

Day 2:

TUESDAY, FEBRUARY 13

8:00 am - 4:00 pm

Topics include: Diversity, Equity and Inclusion through Stories From the Community.

REGISTRATION:

Fee - \$35 for 1 day or \$60 for full conference (2 days)
Includes lunch on Day 2

Register at: <https://bit.ly/begins2024>
or call 507-537-6760

LOCATION:

Southwest Minnesota State University
Upper Conference Room
1501 State Street, Marshall MN 56258

FOR MORE INFORMATION:

www.southwestabe.org/it-begins-with-us



MLK DAY CELEBRATION 2024



*Understanding Dr. Martin Luther King, Jr.'s Three Evils
of Society through the Israeli – Hamas Conflict*

January 15, 2024
SMSU Upper Conference Center

7:30am Breakfast
8:30am Panelist Conversation

Register for Breakfast and Service Opportunities at
www.SMSU.edu/go/mlk

Sponsored by Office of Diversity and Inclusion, Access Opportunity Success, Office of the Associate Vice President
of Equity & Inclusion/Campus Diversity Officer, African Student Association, and Black Student Union

