



CITY OF MARSHALL
Diversity, Equity, and Inclusion Commission
A g e n d a
Thursday, April 06, 2023 at 3:00 PM
City Hall, Camden Conference Room

APPROVAL OF AGENDA

APPROVAL OF MINUTES

- [1.](#) Approval of March 6 Minutes

NEW BUSINESS

2. Introduce New Member - Ashley Dwire
- [3.](#) Community Connectors
4. What's Your Why? - Standing Members
5. World Cafe Subcommittee Report
- [6.](#) Translating
- [7.](#) WorldFest
8. Welcoming Week
9. Youth Sports & Activity Expo
10. Juneteenth and Pride
11. Youth Advisory Board
12. Race Equity Workshop

NEW BUSINESS

13. Website

ADJOURN

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

MISSION STATEMENT: 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, March 2, 2023 at 3:00PM
City Hall, 344 W. Main Street Camden Conference Room and Zoom

AT LARGE MEMBERS PRESENT: Sara Runchey, Joyce Tofte, See Moua Leske, Jay Lee, Michele Knife Sterner, George Taylor, Lauren Mellenthin

STANDING MEMBERS PRESENT: Nancy Walker, Samira Sheikh, Jeet Sausen

ABSENT: Nicole DeBoer, Beth Ritter, Marcy Heemeyer, Timothy Mok, Denae Winter

STAFF PRESENT: Amanda Beckler, Community Education Coordinator, Addy Wolbaum, Diversity, Equity and Inclusion Assistant

MINUTE TAKER: Sara Runchey

Welcome: George Taylor

Discussion: What are the top three priorities of the commission?

- 1) To be a Resource: Website, to create connections between organizations and to provide information for those organizations to be equitable

How to we track being a resource? Monitor website, obtain feedback from stakeholders and users

How to we ensure that things are being tracked/recorded and reported? Suggested to add reports to agenda but need to determine measures (analytics) to seek, need to build consistency in the monitoring and reporting

- 2) Youth Advisory Board Member: need language updates to DEI bylaws to allow a minor to serve in that capacity and parental permission form
- 3) World Café: We need to get that data out to the community and start addressing needs identified

At Large & Standing Member Engagement

The commission has not been all together for quite some time. Engagement is vital. Members are encouraged to speak up and share.

Youth Advisory Board

Goal: to offer a way for youth to have a voice

Discussion about pro and con of the DEI creating a youth board

Consensus that perhaps city commission wide youth advisory board would be more appropriate than a specific DEI youth board or youth membership (Sharon will look into this possibility)

Motion by Sara Runchey Second Joyce Tofte: Commission supports City staff looking into the possibility of creating a Youth Advisory Board.

Motion passes with no opposition

New Commission Member Ashley Dwire will be joining in April

See Moua Leske requests that if there are any suggestions of specific questions for those being interviewed for the commission, please email her at: see.moua-leske@marshall.k12.mn.us

World Café Next Steps

Joyce Tofte discussed the importance of moving forward on addressing the data collected through the World Café

George Taylor suggested determining a way to publicize the findings and then invite discussion about how to address the needs identified

Jay Lee raised needing to have definitions within the sharing of the findings so people have an understanding of terms within the findings

George Taylor noted we need to identify the channels (including translations and video presentations) to put the information out there within the City to share the data beyond the website

Jay Lee: use UCAP, School district, SWH&HS and others to get information out there

Motion by See Moua Leske second by Joyce Tofte: to create a subcommittee that will meet and determine the information to be distributed from the World Café along with identifying channels for the information to be disseminated not later than May's meeting

Motion passed with no opposition

Members of Sub-Committee: See Moua Leske, Addy Wolbaum. Samira Sheikh, Michelle Knife Sterner

Budget Update

Amanda Beckler provided information that a budget report will be put together for each meeting including funds allotted to the commission by the City. The fiscal budget is 1/1 through 12/31.

New Business: World Fest

Worldfest is 4/15/2023 DEI should have a table. Amanda will send out a sign up sheet for times to man the table at the event. If anyone has information that they would liked shared at the event, please provide that to Amanda.

Welcoming Week: A date will be established at the April meeting

Secretary Rotation List

A secretary is needed for the April meeting. Please sign up.0

Meeting adjourned at 4:10 p.m.



MARSHALL COMMUNITY CONNECTORS

NEW TO MARSHALL?

Moving to a new community can be difficult. Our Community Connectors program is a resource for new residents to learn and engage in the Marshall community. Each new resident will be paired with a Community Connector who will provide insight and create a lasting connection to help your transition into the community.

Lauren Deutz, Program Facilitator

📞 507-337-9013

✉️ lauren.deutz@ci.marshall.mn.us



Find more information
or get started here.

Item 3.

HOW IT WORKS

Complete the Survey

Complete a short survey about your interests, priority areas, and general information to build your connector profile.

Get Connected

The program facilitator will use your results to connect you with a current Marshall resident who can provide valuable information for your transition.

Enjoy the Experience

Whether it's a phone call, email or in-person meeting, enjoy learning from your Community Connector who can live, work and play in Marshall.

Want to become a Community Connector?

Local residents are encouraged to become a Connector to help provide valuable information to new residents. There is no financial commitment, and flexible time commitment. The only requirement is a willingness to be available for questions. Thank you for doing your part to help Marshall grow and thrive!

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To contact the DEI Commission
To Ask Questions
To Report Concerns



MARSHALL

DIVERSITY & INCLUSION COMMISSION

Item 6.

Or contact the Diversity, Equity, and Inclusion Assistant



Addy.Wolbaum@ci.marshall.mn.us

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LOCAL EVENTS!

Keep up with upcoming events hosted,
sponsored, or supported by the
**City of Marshall Diversity, Equity &
Inclusion Commission**



MARSHALL

DIVERSITY, EQUITY & INCLUSION COMMISSION



Scan QR code to see upcoming
local events



MARSHALL

DIVERSITY, EQUITY & INCLUSION COMMISSION

Our Guiding Principles

01

Equity

- Building a racial equity lens into all DEI Commission work including strategic planning, policy, and priority setting process, communication strategy, and implementation work.

02

Equality

- Strives to ensure all community members receive equal access to opportunities within our community and to be treated with dignity and respect.
- Supports participation on an equal basis with others in any area of economic, social, political, cultural, or civil life.

03

Inclusion

- Ensuring that all community members feel respected and benefit from the economic prosperity of the City.
- Fostering an environment of representation in which all community members feel connected and authentically engaged.

04

Collaboration

- Striving for an environment that is committed to teamwork and engagement.
- Utilizing available resources and partnering with organizations, initiatives, and allies that will advance racial equity in Marshall.

05

Transparency

- Building relationships based on honesty, open communication, trust, consistency, and accountability with individuals and/or groups of people who are being disadvantaged or excluded.

Find out more at:
WWW.CI.MARSHALL.MN.US





MARSHALL

DIVERSITY, EQUITY & INCLUSION COMMISSION

OUR GUIDING PRINCIPLES

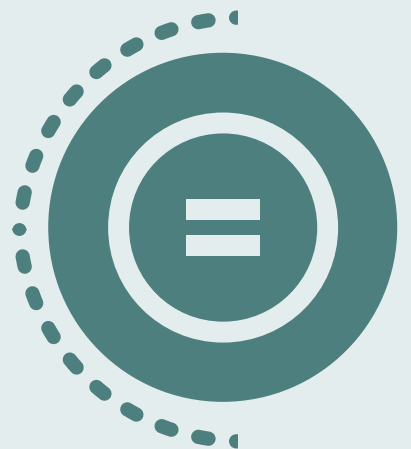
1 EQUITY

- Building an equity lens into all of the DEI Commission work including strategic planning, policy, and priority setting process, communication strategy, and implementation work.



2 EQUALITY

- Strives to ensure all community members receive equal access to opportunities within our community and to be treated with dignity and respect.
- Supports participation on an equal basis with others in any area of economic, social, political, cultural, or civil life.



3 INCLUSION

- Ensuring that all community members feel respected and benefit from the economic prosperity of the City.
- Fostering an environment of representation in which all community members feel connected and authentically engaged.



4 COLLABORATION

- Striving for an environment that is committed to teamwork and engagement.
- Utilizing available resources and partnering with organizations, initiatives, and allies that will advance equity



5 TRANSPARENCY

- Building relationships based on honesty, open communication, trust, consistency, and accountability with individuals and/or groups of people who are being disadvantaged or excluded.



Find out more at:
www.ci.marshall.mn.us





MARSHALL

DIVERSITY, EQUITY & INCLUSION COMMISSION

THE CITY OF MARSHALL IS DEDICATED TO BUILDING A WELCOMING, INCLUSIVE, AND RACIALLY EQUITABLE COMMUNITY.



OUR MISSION IS 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.

THE DIVERSITY, EQUITY, AND INCLUSION (DEI) COMMISSION IS DEDICATED TO LEARNING, CREATING INNOVATIVE IDEAS, AND ADAPTING TO THE EVER-CHANGING ENVIRONMENT.



OUR GUIDING PRINCIPLES

Equity

Equality

Inclusion

Transparency

Collaboration

Learn more at:
www.ci.marshall.mn.us



World Fest

Booth Materials Quotes

TABLE CLOTHS

AP

6' fitted (Qty: 1) - \$279.25

6' fitted (Qty: 2) - \$243.00/ea.

8' fitted (Qty: 1) - \$304.50

8' fitted (Qty: 2) - \$265.00/ea.

8' standard (Qty: 1) - \$208.00

8' standard (Qty: 2) - \$181.00/ea.

Western

6' fitted (Qty: 1) - \$218.70

6' standard (Qty: 1) - \$226.00

8' fitted (Qty: 1) - \$254.40

STICKERS



VulgrCo Custom Design Your Own Personalized Labels Stickers Decals Text Name Image Photo 120 Pack - Waterproof, Dishwasher Safe, Fade Resistant, UV Protected, Heat and Cold Resistant

In Stock

Shipped from: VulgrCo

Customizations:

Image : White Minimalist Thank You Made With Love Circle Sticker.png
and 5 more

Gift options not available. [Learn more](#)

Qty: 1 ▼

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PENS

Customization options

SyPen Promotional Pens With your Custom Logo or Personalized Text-500 Pack Bulk-for Businesses, Parties, and Events, Custom Printed Slim Ballpoint Click Pens, Assorted Trim Colors, Black Ink

Price: \$139⁹⁹

Qty: 1

Add to Cart

Add to List



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* Choose Personalization with Text only, Logo, or Logo+ Text

Personalization with Text only

Personalization with Logo + \$10.00

Personalization with Logo+Text + \$15.00

Font Name

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Diversity, Equity

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& Inclusion Commission

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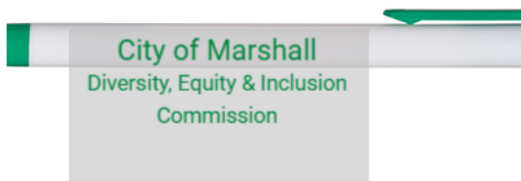
RevMark Personalized Ballpoint Pens – Black Ink – Made in the USA – Custom
Printed with Event Information, Business Name or Your Message (Green, 100 Pens)

Price: \$79⁹⁹

Qty: 1

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Commission

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