

**Equity Committee Meeting**  
**September 9, 2019**  
**5:30 p.m.**

**Attendees:** Melissa Williams, Scott Simmons, Heather Humbert, Kathryn Murray, Melissa Pappas

**Unable to Attend:** John, Emily Rodriguez

The Equity Committee met via an online meeting

Melissa W. opened the meeting asking for more consistency. She created an agenda template that is being placed into the Equity Committee Google Drive as a first step in meeting preparations.

Melissa W. next created a process for Equity Committee to better manage the meetings with input from the committee. The process defines the roles of the various participants (e.g. facilitator, minute-taker, etc.) and deadlines. This document will also reside on the Google Drive for Equity Committee.

Melissa W asked that whoever takes minutes, drop them into folder and let everyone on the committee know the minutes have been uploaded.

Kathryn was charged with adding calendar notices for 48 hours after meetings with a reminder to post minutes with a link to the Equity folder on Google Drive. Another reminder will be sent 2 weeks following the meeting with an "Action Item Check-in" to e-mail committee with updates and items, 1 week before the meeting another reminder will go out for the facilitator to post agenda, and then a final meeting reminder to go out two days before the meeting.

Kathryn updated the committee regarding BIPOC at Co-Creatz. Now it sounds like more of an event committee with an equitable effort with Co-Creatz and not aligned with SAPCC. We will not be partnering with them as originally planned.

Kathryn brought up recruitment fro the Equity Committee and thinks we should recruit the gentlemen from Homeline, which is a non-profit organization that helps keep people in their homes. Kathryn would like to encourage recruiting a more diverse committee. We should also connect with business owners of color, which would also diversify our council.

Heather noted that the US Bank branch is closing, which has the possibility of being an Equity issue.

Kathryn provided an update on Brightside. There was a timing issue, they alerted us only 1-week prior to launch and it was not as successful as we had hoped, but mostly due to timing and communications. Kathryn suggested we invite Brightside to November or December Equity Committee meeting to better define program and plan for next year.

Heather asked about the timing of the fall/winter community meal. The committee is charged with reaching out and soliciting in-kind donations for food and beverages for the Seal meal in late November, early December – ideally December 7th. We will again invite Mitra Nelson as our councilperson, with the understanding it is not to campaign. Melissa W. will reach out to Hampden Park Co-op to see if they are willing to assist with the Community Meal. Scott suggested reaching out to Biaggio as they have been a community staple for a long time and to our knowledge have never donated to SAPCC. Scott volunteered to talk the Dubliner about food as well.

Kathryn is working with the St. Paul Housing Coalition for a meeting at St. Thomas on October 1<sup>st</sup>. The meeting will focus on gentrification, displacement, and other issues in housing. Kathryn also noted that this particular forum will be televised.

Melissa W. moved the goals to the Equity folder so that we can review for the next meeting. The committee is to look at the goals and decide if there are any action items we need to be working on in advance of the next meeting.

The next meeting will focus on reviewing annual goals, and adjusting to meet committee and community needs. Committee members are also to report back on community partners for our community meal. At the next meeting will be craft an action plan

The meeting was adjourned at 6:55 p.m.