

**City of Rowlett Diversity and Inclusion Meeting**  
**October 17, 2018**  
**6:30 PM**

<b>Members in Attendance</b>	Mayor Tammy Bashian, Brooke Donnelly, Patricia Layer, Diana Moore, Michael Hernandez, Robert McCarrier, Samantha Miller, Denise Young, (Katie Babin and Alena Jefferson-Shelbia arrived after meeting was called to order)
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Robert M. called the meeting to order at 6:32Pm. Alternate member Patricia Layer ensured that a quorem was in attendance.

**Approval of Prior Minutes:** Brooke Donnelly moved to defer approval of the minutes for the 9/19/18 meeting, due to Mark McAvoy's absence. Michael Hernandez seconded, and the motion carried unanimously.

**Public Input:** There was no public input to review. Brooke D. asked a procedural question re: public input. Mayor Bashian suggested that all committee members read the Board Handbook to become familiar with Robert's Rules of Order.

Michael H. asked if it was an appropriate time to discuss reviewing upcoming events. For example, the name of the upcoming Trail of Trees event coordinated by the Parks and Recreation is cause for concern. The current name can be considered offensive to Native American groups. The discussion centered about the appropriate action to take to express the Commission's concerns. Mayor Bashian explained that because the committee has an advisory role, that it would be within our scope to provide recommendations to the Parks and Recreation department regarding this event. The following suggestions were raised to modify the event: Change name (Holidays on Pecan Trail), open event to more than tree decorating, add tree lighting, caroling, performers. The decision was made to reach out to Parks and Recreation to set up a conversation re: these suggestions. Katie B. and Brooke D. will lead this discussion. Brooke D. moved that the commission should participate in the event and add as a discussion item to next month's agenda. Alena J. seconded and the motion carried unanimously.

**Scarecrows on Main Review:** The commission's scarecrow is across the street. For next year's event, supplies have been donated, and more structural pieces will be provided. The commission focused on reaching out to different communities to encourage participation for the 2019 event. Samantha M. suggested reaching out to schools and HOA's to promote.

Mayor Bashian asked if there was interest in participating in the Holiday Parade on December 8. Michael H. made a motion that the commission participate and add to next month's agenda. Brooke D. seconded and the motion carried unanimously.

**City Activities Calendar:** The commission has already deferred this item in 2 previous meetings. There was discussion on creating a subcommittee to review a year of city events and provide information during regular commission meetings. Brooke D. moved to defer subcommittee decision to next meeting. Alena J. seconded and the motion carried unanimously.

Alena J. moved to change the November meeting from 11/21/18 to 11/14/18 as not to conflict with Thanksgiving. Brooke D. seconded and the motion carried unanimously.

**International Festival:** The commission booth was an opportunity for community members to provide feedback. A suggestion was made to extend the time from 2:00 pm to 6:00 pm to promote attendance.

Mayor Bashian explained that the Main Street Market event is 3:00 pm to 8:00 pm, and that may be a better time for International Day. Mayor Bahsian suggested that he commission could take a more active role in planning the International Day with Parks and Recreation for next year. Brooke D. made a motion for the commission to look into partnering with Parks and Recreation for next year's event. Denise Y. seconded and the motion carried unanimously.

The commission is interested in having a banner and/or shirts made for participating in parades and other events. Mayor Bashian said that there is funding available.

Katie B. made the suggestion that the commission needs to strategize its physical presence at events. Alena J. volunteered to lead a sub-committee. Diana M. and Samanda M. also volunteered to be on the sub-committee.

Mayor Bashian stated the need for the banner to be approved before the next meeting, so that it could be purchased in time for the 12/8/18 Holiday Parade. The banner will have the city logo.

There were also suggestions on how to increase the commission's social media presence. The City of Rowlett currently has 15K followers for its Facebook page. There is a need for the public to provide input and contact us. Suggested ideas: city email account, website, information card to be handed out.

Mayor Bahsian invited members to attend the city town hall scheduled for 10/22/18.

Katie B. suggested that after the holidays the commission look into creating a subcommittee to review city forms for inclusiveness or discriminatory language.

Contact Database: Robert M. would like the commission to create a database of different organizations that can be contacted when there are upcoming events. The organizations could be businesses, or nonprofits. Sushil M. had previously suggested the database. The organizations would not be limited to Rowlett entities. The document would have to be a spreadsheet and not a google doc. Mayor Bashian suggested that current contacts be sent to Elise. Michael H. volunteered to make the list if we provided him with our current contacts.

Michael H. moved to adjourn the meeting and Diana M. seconded. The motion carried unanimously and the meeting adjourned at 8:34 pm.