

City of Rowlett
Diversity & Inclusion Commission Meeting
City Hall, 4000 Main Street, Rowlett, Texas 75088

Wednesday September 18, 2019 Meeting Minutes

1. Call to order

- Meeting called to order at 6:31pm. Members present included Hernandez, McCarrier, Hickman, Wallace, Donnelly, Shelbi-Jefferson, Moore, an Younge. Mark McAvoy represented City Staff. Mayor Tammy Dana-Bashian represented City Council.

2. Public input

- No public input.

3. Approve prior meeting minutes

- **Motion to approve 8/21/19 minutes by Hernandez, second by Hickman (passed unanimously).**

4. Taste of DiverCity

- ID badges distributed for event
- Final review of passports
- Final review of layout
- Review of approved vendors
- Review vendor applications (commission approved 3 additional vendors)
- Review potential vendors
- Adam to promote event at last Farmer's Market
- Review of prep schedule on event day
- Review of performance schedule
- Review of marketing plan
- **Motion to purchase up to 1000 units or \$500 of Taste of DiverCity post cards by Donnelly, second by Shelbia-Jefferson (passed unanimously).**
- Review of prizes and amenities
- Review needs on event day (logistics, oversight, etc.)
- **Motion to approve up to \$850 for 300 stress balls and 150 backpacks w/ DIC logo by Hernandez, second by Shelbia-Jefferson (passed unanimously).**
- **Motion to authorize McCarrier to spend up to \$850 on other items with reasonable discretion by Donnelly, second by Moore (passed unanimously).**
- Encourage commission members to cross promote w/in spheres of influence.
- Schedule committee meetings for 9/21 and 9/28.

5. Discuss participation in local events

- Scarecrows on Main is 10/20; Trunk or Treat on 10/26; Neighborhood Summit on 11/9.

6. Committee reports

- Marketing & Media Committee: No report.
- Taste of DiverCity: Schedule next two planning meetings for 9/21/19 and 9/28/19 at 10am.

7. Census

- McAvoy briefed commissioners on CCC's first meeting and planned future activities.

8. Goals matrix

- No update.

9. Diversity contact database

- No update.

10. Public announcements


- No announcements.

11. Agenda items for future meetings

- No discussion.

12. Adjourn

- Meeting adjourned at 8:36pm.



Robert McCarrier, Chair



Mark McAvoy, Staff Liaison

10/16/19

Date Approved