



NOTICE OF MEETING CITY OF MELROSE, MASSACHUSETTS

ORGANIZATION: Melrose Human Rights Commission

MEETING DATE: Thursday, January 11th, 2024

TIME: 7:00 PM – 8:30 PM

MEETING LOCATION: Cassidy Conference Room, 2nd Floor, Melrose City Hall

REQUESTED BY: Bonnie Clapp, Chair

AGENDA

1. **Call to Order & Attendance**
2. **Reading of the Minutes**
3. **Public Comment** **Speakers during Public Comment must only address topics on the agenda for the meeting at which they speak. Individual speakers are limited to speak for a total of five (5) minutes per person.*
4. **Regular Business**
 - a. Chairperson's Administrative Report (BC)
 - i. Recruitment Efforts:
 1. Coffee with a Commissioner Report (LA)
 2. Potential Student Internships
 - ii. Annual Election - March 14, 2024
 1. Upcoming Vacant Positions - *Chairperson, Clerk*
 - b. Treasurer's Report
 - i. FY24 Budget (JS)
5. **Updates**



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- a. Partnerships & Collaborations
 - i. Melrose Stakeholders Contact List (BC)
 - ii. DEI Task Force Report (JP)
 - iii. Melrose Public School's PTO DEIB Reps Report (BC)
 - b. Advocacy
 - i. Summary of city survey's (KL & JP)
 - c. Communication & Community Awareness
 - i. Hotline Report (BC) - *No report*
 - ii. Restructuring Tasks
 - iii. HRC Hub Quarterly Newsletter - *Winter Edition (Jan), Spring Edition (March), Summer Edition (June)* (BC)
 - iv. HRC Social Media
 - 1. Jan 2024 - *New Year's Day (1st), Orthodox Christmas (7th), Orthodox New Year (14th), MLK Day (15th)*
 - 2. Feb 2024 - *Black History Month, Chinese New Year (10th), Ash Wednesday (14th), President's Day (19th)*
 - d. Community Action & Educational Opportunities
 - i. MLK Evening Program partnership with Opening Doors (Sunday, January 14th) & Day of Service (Monday, January 15th)
 - ii. International Night partnership opportunity with Melrose School's PTOs
- 6. Other and/or Unfinished Business** **Issues or concerns which were unknown at the time this meeting was posted or unfinished business and general orders*
- 7. New Business**
- 8. Adjournment**

Note: The listed agenda items are those that are reasonably anticipated by the Chair to be discussed at the meeting. Not all items, in fact, may be discussed, and other items not listed may also be brought up for discussion to the extent permitted by law.