



MELROSE HUMAN RIGHTS COMMISSION

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May 28, 2024 Meeting Minutes

Members Present: Bonnie Clapp (Chair), Linda Apple, Randall Carter, Jake Rogers, Kelsey Lima, Jay Stapp, Joe Philips

Members Absent: Rev. Dr. Susanne Intriligator (Clergy Liaison), Lizbeth DeSelm (City Council Liaison), Manjula Karamcheti (City Council Liaison), Fatma Ulku Duru

Members of Public: [none]

Call to Order: Meeting was called to order by Chair Bonnie Clapp at 7:05 pm with a quorum of 7 Commissioners present.

READING OF THE MINUTES

Prior Meeting Minutes:

- Chairperson Clapp stayed a motion to approve previous meetings' minutes
 - Commission will consider previous two meetings' minutes at June meeting

PUBLIC PARTICIPATION

The Chair noted that 1 member(s) of the public was present. The Chair stayed motion to open public comment because that person was present only to observe the meeting.

REGULAR BUSINESS

Chairperson's Administrative Report:

- Commissioner Carter began taking Meeting Minutes for the remainder of the meeting.
- **Recruitment Efforts:**
 - Chairperson noted three current vacancies; one appointment pending approval by city council
 - Student internship—Draft of HRC's intern solicitation still undergoing edits
 - Commissioner Rogers still communicating with MHS staff
 - HRC will continue working towards launching at beginning of school year
 - Commissioner Rogers to reach out to guidance counselors as well
 - Chairperson Clapp asked commissioners to work on updating Melrose Stakeholders list
 - Deadline—June 16th
- **Annual Budget**

- annual budget of \$3000 approved by city council
- **Annual Election**
 - HRC to discuss roles on commission going forward

Treasurer's Report:

- Commissioner Apple is currently serving as treasurer

UPDATES

Potential Partnership & Collaborations Action Items:

- **Pride 2024**
 - Commissioner Carter to reach out to Melrose Pride re: their donation needs for Pride Celebration
- **MLK Day of Service 2025**
 - Per Chairperson Clapp, UU Church very enthusiastic about spearheading MLK DoS 2025
 - Chair Clapp to meet w/ UU Church re: MLK DoS planning

Potential Advocacy Action Items:

- None to Report

Potential Communications & Community Awareness Action Items:

Restructuring Tasks:

-

Partnerships & Collaborations Report:

- DEI Task Force (JP)
 - Commissioners discussed state of DEI Task Force and its relation to HRC
 - Potential to take up mantle/purpose of DEI Task Force?
 - Task Force still awaiting results of citywide DEI survey
- Melrose Public School's PTO DEIB Reps (BC)
 - There was no update to report subsequent to the most recent regular meeting.

Communication & Community Awareness Report:

- **Hotline, HRC City of Melrose Email, and Social Media Messaging (BC)**
 - There was no update to report subsequent to the most recent regular meeting

Other and/or Unfinished Business:

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New Business:

- HRC Commissioner Reflection
 - Conversation re: roles and responsibilities for HRC commissioners going forward
 - Refining brainstorm into SMART goals
 - systematize handoff of community events (e.g., MLK DoS, Pride, Iftar)
 - with deadlines, stakeholders, etc.
 - Discussion re: partnering with MPD for community engagement
 - walking through neighborhoods, junior police academy, “community policing”
 - Commissioner Stapp suggested police or public safety liaison to HRC (similar to clergy/city council liaison)
 - Commissioner Apple suggested re-examining HRC’s liaison positions to help foster community engagement
 - Commissioner Lima suggested a Melrose Hub, similar to [City of Chelsea’s model](#)
 - a regular huddle meeting to discuss city issues among the community
 - Need to check with Mayor’s Office to see if something like this already exists
 - Potential other tasks: community resource guide
 - Need to revisit HRC charter to determine our boundaries
 - Commissioner Rogers suggested open house or meet and greet style meeting in FY25 for Melrose Stakeholders
 - Purpose: to connect people in Melrose who want to be helping
 - Action items for next meeting:
 - 1. Work on Stakeholders spreadsheet
 - 2. Refine HRC FY25 goals document

Adjournment:

- A motion to adjourn was made by Commissioner Philips, seconded by Commissioner Rogers.
Motion passed with no objections
- Meeting adjourned at 8:28 pm