

## Jan 14, 2025 | 📅 HREC Working Meeting – Approved February 11, 2025

Attendees: Tarun Patel Carol Erickson Annette Burchell Jesse Carroll

### Notes

- Meeting called to order 6:02pm
- Approval of Agenda
  - Motion - Patel
  - 2nd - Burchell
  - All in favor
- Approval of December Meeting minutes
  - Motion - Patel
  - 2nd - Burchell
  - All in favor
- Update of Women's History posters/bios – showed group the Data Info file that has simply organized information on 10 women. That file is meant to be given to ITC poster development folks. Also showed a handdrawn template idea for poster development. Using those two files, ITC will work to begin poster development. At least one example poster should be developed in the next two weeks, so we have it to show to businesses when we ask for participation in the Women's History Project.
- Approaching businesses for displays – A list of businesses is at the end of the Minutes. We will work to develop a one-page set of talking points about the project and the scavenger hunt to use as we approach businesses asking for their participation/support. Those talking points should be complete sometime early next week. We still need to determine who will approach which businesses.
- Poster for Reading Group/Discussion – The list of books has been determined. The library director and Erickson will work to be sure the books are available and a poster developed that advertises the book read/discussion. It will give information such as where the books are available, what the books are, the date for the discussion, etc. The poster will be ready early in February. It will be distributed in various places and via social media.
- Progress on Food/Drink Idea – We have agreement from three businesses to name or create drinks or sandwiches based on significant women. Two have chosen names to use, one is still determining a name. We gave a suggestion to give to that business.
- Proclamation – The proclamation is complete. We will send the proclamation to the City clerk to be included in the next City Commission packet.
- Movie for Women's History Month – We have tentative dates from HIT – March 29 or April 4 or 5. We need a movie since the first choice is not available through the service used by HIT. We will have a decision before the end of this week.

- Report to the Commission – On the date that the proclamation is on the City Commission Agenda, we will give an update on our plan, and make the request for the movie sponsorship. That date is to be determined.
- Motion to adjourn - Patel
  - 2nd - Carroll
  - All in favor

#### Action items

- ☐ Have all information for bios complete by Jan 24 – Erickson and Patel
- ☐ Submit ITC funding request to sponsor movie – Patel and Erickson
- ☐ Carol will send proclamation to have it read in March
- ☐ Erickson will submit sponsorship request to NBPWG before their Feb meeting on third Tuesday
- ☐ Burchell will develop the one-page talking points for approaching businesses about the scavenger hunt and support for the project basket
- ☐ Erickson will approach a city commissioner to make a funding request for the movie
- ☐ Patel and Carroll will begin work on questions for the scavenger hunt – sticking to questions about the women based on the Data Info. These should be in draft form by mid February?
- ☐ Burchell will compile a working list of businesses that we will divide for approaching about support and participation
- ☐ A single poster example should be prepared by January 24? – Patel
- ☐ Erickson will develop the Read/Discussion poster by early February
- ☐ Carroll will take the suggested name to the business that is still considering.
- ☐ Erickson will type notes and send
- ☐ Patel will contact Bergman about Parks and Rec Meeting and renaming a park
- ☐ Erickson will follow up with T Erickson about business list
- ☐ Erickson will send approved minutes for website posting
- ☐ Erickson will followup on movie choice