

**APPROVED MINUTES OF THE
COMMUNITY RELATIONS COMMISSION
Wednesday, June 21, 2023
Village Hall Rm 201 @ 7:00 p.m.**

PRESENT: Comms. Rodriguez, Puentes, Sakiyama, Bencola, Quinn, Griffin,

ABSENT: Comm. Terretta

STAFF: Cassandra Adediran, Dr. Danielle Walker

CALL TO ORDER: 7:17 p.m.

APPROVAL OF AGENDA: Motion by Comm Quinn Pasin; seconded by Comm Puentes

APPROVAL OF MINUTES: None

PUBLIC COMMENT: None

Chairperson Rodriguez acknowledged onboarding-commissioners Bill Coats and Turquoise [] who were present but not active.

OLD BUSINESS:

Chairperson Rodriguez gave a brief review of the mini-grant application, scorecard, and process with necessary edits/corrections from the May 31, 2023 meeting. The new application packet includes additional program information, requirements, and expectations. CRC members reviewed the mini-grant application for final approval. A motion to approve the final application was made by Comm. Sakiyama and seconded by Comm. Bencola. A roll call vote on the final mini-grant application was had:

Bencola=Yes Puentes=Yes Sakiyama=Yes
Quinn= Yes Rodriguez=Yes

The application for the mini-grant program was approved. Not Present for voting: Terretta and Griffin

CRC members reviewed and discussed the scorecard. Clarity was given on the methodology for scoring. A scale of 0 to 5 will be used. Each box under each category will have a score from 0 – 5. Members edited certain sections of the scorecard in order to add clarity and fairness in scoring. After several rounds of discussion, a motion to approve the scorecard was made by Comm. Sakiyama and seconded by Comm. Bencola. A roll call vote on the final mini-grant application was had:

Bencola=Yes Puentes=Yes Sakiyama=Yes
Quinn= Yes Rodriguez=Yes Griffin=Yes

The scorecard for the mini-grant program was approved. Not Present for voting: Terretta

NEW BUSINESS:

Acknowledgement and commendation were given to Comm. Griffin for the recognition that she received from the Trustee Board for her efforts with Juneteenth.

The CRC will have a FAQ informational workshop for applicants who may be seeking funding through the mini-grant program. The workshop will be held during the July 19 regular meeting as an opportunity for applicants to learn more about the program and to have questions their questions answered. The workshop will:

- (1) be held during the regular meeting on July 19, 2023, from 7:30pm – 9:00pm.
- (2) be a combination of in-person and Zoom
- (3) be presented in a PowerPoint format
- (4) be videotaped with options for live questions

The presentation will be given by two commission members who will co-lead the workshop. CRC members will solidify the presentation and make a final decision on who the presenters will be for the informational session.

In addition to the FAQ informational workshop, upcoming CRC activities include:

- Racial Equity Toolkit Training on 7/19/2023 from 6:00pm – 7:00pm
- July 4th Parade – Comm. Quinn Pasin will assist. Staff Adediran mentioned the need for more volunteers.

Motion to adjourn was made by Comm. Sakiyama and seconded by Comm Quinn. Meeting adjourned at 8:41p.m.