

**RECEIVED
TOWN CLERK
BELMONT, MA**

DATE: February 13, 2025
TIME: 10:39 AM

**Meeting minutes for Diversity,
Equity, and Inclusion
Implementation Committee
(01/13/2025)**

Quick recap

The team reviewed meeting minutes. They also refined the business survey questions to better capture nuances in minority businesses and agreed to schedule a meeting with Andrew, Didier, and Julie. The potential elimination of the DEI Director position at the school was a major concern, with the team deciding to relay their concerns and explore ways to save the position.

Next steps

- Julie, Didier, and Andrew to review and refine the business survey questions, ensuring they match the originally approved version.
 - Julie and Kim Haley-Jackson to meet with Amy Checkaway regarding the potential elimination of the school DEI Director position.
 - Kim Haley-Jackson to contact Beech Street Center to change the public forum date to February 10th, from 7-9 PM.
 - Julie to create a flyer for the public forum and distribute it to committee members for sharing.
 - Julie to contact the finance director to discuss and create a budget proposal for the committee.
 - Committee members to help spread the word about the February 10th public forum through their organizations and networks.
-

Summary

Meeting Minutes Review

The previous month's minutes were unanimously approved .

Refining Survey Questions for Minority Businesses

Julie and Didier discussed the need to revise the business survey questions to better reflect the purpose of the survey, which includes determining whether businesses have non-discrimination policies. They also discussed a question about attracting Belmont consumers, which they felt needed clarification to indicate that it was specifically about minority businesses. Kim Eames shared her personal experience as a minority woman-owned business, highlighting the challenges of attracting customers due to cultural differences and the importance of community support. The team agreed to refine the survey questions to better capture these nuances.

Clarifying Survey Questions and Introduction

Julie, Kim Eames, Didier, and David discussed the need to clarify a question in their survey. They agreed to revisit the survey and ensure the questions match the original ones approved by the committee. They decided to send out the survey once the edits are made, with the exception of the initial introduction which needs to be revised to be more inclusive of customer-facing issues. The team agreed to vote on this motion.

Planning and Form Testing

Didier, Andrew, and Julie promised to meet and review whether the poll matches the questions the committee had agreed on, They also agreed to send Evan a copy of the questions. They also planned to test the form, and ensure it was functional.

DEI Director Position Elimination Concerns

The meeting revolved around the potential elimination of the Diversity, Equity, and Inclusion (DEI) Director position at the school. The participants expressed disappointment and concern, noting that the position was crucial for addressing the school's mission and supporting the community. They discussed the possibility of a coordinated effort to advocate for the position's retention, including reaching out to the school committee and other stakeholders. The participants also discussed the potential impact of the position's elimination on the school's ability to address issues of equity and inclusion. The conversation ended with the decision to relay the concerns and feedback to Amy Checkaway and explore ways to save the position.

Postponing Public Forum and Planning

Julie, Kim Haley-Jackson, and Didier discussed the scheduling of a public forum. They decided to postpone the event from January 20th to February 10th, with the meeting to plan the event scheduled for February 10th at 4 PM. The event will be held from 7 to 9 PM on February 12th. They also discussed the need to update the list of stakeholders for the position, with Kim noting that the Belmont Lgbtq plus alliance might not have the most up-to-date person on the list. The team agreed to keep an eye on this issue.

Budget and Public Meeting Planning

In the meeting, Julie discussed the need for a budget for the committee's activities, including potential advertising and printing costs. She suggested a general budget of around \$500, but the committee agreed that this might be excessive. David suggested creating a list of needs and presenting it to the finance director for approval. The committee also discussed the need for a public meeting, which they decided to hold on the 10th. They agreed to create a flyer for the event and to publicize it through various channels.

AI Summary edited by Julie Wu