



Community Relations Board
241 West South Street
Kalamazoo, MI 49007-4796
Phone: 269.337.8046
Fax: 269.337.8182
www.kalamazoocity.org

Thursday, December 9, 2004
Community Resource Room – City Hall 2nd Floor
5:30pm – 7pm

Meeting Minutes

I. Call to Order

Ms. Alexandria Osborne called the meeting to order at 5:45pm. She served as chair for the meeting.

II. Roll Call

A. *Members Present:* Alexandria Osborne, Kirsten Enstice, Maia Justine Storm, Rebecca Westphal

B. *Members Not Present:* Jorge Rodriguez (unexcused)

C. *Others Present:* City Liaison Alfrelynn J. Roberts

III. Approval of Agenda – December 9, 2004

Agenda approved with no changes

IV. Approval of Minutes – September 9, 2004

Minutes approved with no changes

V. Discussion of Agenda Items

A. Discussion of KPS & Potential Next Steps with the Outreach

Ms. Storm discussed the special meeting with Dr. Brown and the CRB that occurred in September. Dr. Brown agreed to provide the CRB with specific guidelines for diversity established by KPS for students in their system. Dr. Brown's office did not send the guidelines for CRB review and as a result inquiries were made regarding the guidelines existence. Ms. Storm and the City Liaison contacted Dr. Brown's office and were not able to acquire the guidelines.

Ms. Osborne inquired about notes taken at the special meeting. Ms. Enstice indicated that *'formal notes'* were not taken at this special meeting. However, Ms. Westphal provided additional information (*her own personal notes*) regarding the guidelines. Ms. Westphal indicated that Dr. Brown mentioned Assistant Superintendent of Teaching and Learning Services, Patricia Chaumers as the point person for the diversity curriculum within KPS. City Liaison will contact Dr. Brown's office with the additional information and will try to obtain a copy of the diversity curriculum for the January meeting.

Ms. Osborne questioned the kind of outreach the CRB could set-up as a result of the communication with KPS. Ms. Enstice explained that the CRB's still has a responsibility to report to communities such as the Arab Americans regarding KPS's pledge to diversity issues. Ms. Osborne suggested that plans for the outreach be tabled until KPS's diversity plan has been received and reviewed.

B. Annual Report – Items for 2004

The Board agreed to collect information and have it for the City Liaison for compilation in January.

C. Community Forums Subcommittee Update

The Board decided that all special sub-committees would be dissolved and the Board will work as one unit until new members are chosen and approved. At that time, the need for sub-committees would be re-evaluated and possibly restructured in 2005.

D. Issues Affecting the Community Subcommittee Update

Ms. Storm communicated that the NAACP had a forum in October regarding issues concerning the African American Community at Allen Chapel AME Church. The Board agreed that having an additional forum to satisfy the CRB's agenda would be redundant and the NAACP forum would suffice.

The Board unanimously decided to table all sub-committee issues until new members are chosen and approved in 2005. The Board also discussed the timeline for approving candidates and planning events for 2005. The timeline is as follows:

December 2004 – Potential candidates will be contacted and asked to meet with the CRB members Monday, January 10, 2005.

January 10, 2005 – *Special Meeting* - Candidates meet with CRB

January 13, 2005 – Regularly scheduled monthly meeting, if needed. Decision to meet/not to meet will be made, January 10th after Special Meeting Session

January 24, 2005 – Nomination form for CRB candidates due in City Clerk's Office

February 10, 2005 – Regular Monthly Meeting and Yearly Planning Session

E. Membership Issues and Potential Nominees

4 candidates were discussed; Stephanie Coulter, Stacy Smith, Amanda Grove and Geoffrey Upshaw.

Stephanie Coulter – Candidate is a Kalamazoo Resident. CRB would like to meet with her in January.

Stacy Smith – Candidate is a Kalamazoo Resident. CRB would like to meet with her in January.

Amanda Grove – Candidate is a Kalamazoo Resident. CRB would like to meet with her in January.

Geoffrey Upshaw – Candidate is a Portage Resident but works in Kalamazoo. Ms. Storm contacted candidate and reported that he is still interested in serving and is considering moving to Kalamazoo. Mr. Upshaw will contact CRB when he residency changes.

Additional Candidates – Additional candidates were mentioned throughout the course of the discussion. Contacting the NAACP and Douglass Community Center for potential candidates was an option brought to the attention of the Board as well. The Board will contact potential candidates and have them contact the City Liaison to schedule a meeting time with the Board. (*Special Session* – Monday, January 10, 2005)

Each candidate will be allotted 15-minutes with the Board. The Board will meet with each candidate for 10-12 minutes.

F. Update on CRB Letter for Arab American Festival

City Liaison sent the letter as requested. Ms. Storm and Ms. Osborne requested that a copy of the letter be sent to the American Arab Anti-Discrimination Committee as well. The City Liaison will send the copy as soon as possible.

G. Updating CRB Contact Information and Website Information / Reminders from City Clerk

City Liaison updated the CRB on the status of the information submitted to the City Clerk. Changes were made to the information sent to her by Ms. Storm in November. Updates were submitted to the City Clerk with corrections provided on 12-03-2004. The City Liaison also informed the CRB about requests from City Clerk's Office regarding regular meeting dates, special call meetings and committee appointments. Board Appointments are considered at the last regular City Commission meetings of each month. Nomination report forms should be submitted to the City Clerk's Office by 5pm the Monday before the last scheduled City Commission meeting of the month. (Refer to CRB Calendar)

VI. On-Going Issues

Ms. Enstice shared her concerns about the diversity curriculum/guidelines from Kalamazoo Public Safety (KPS). Ms. Osborne indicated that Major Colby and Inspector Green from KPS are open have been open to the idea of citizens, city boards and committees submitting helpful information to aid KPS in

their quest for diversity sensitivity. Ms. Enstice suggested that the CRB obtain diversity information from KPS for review. Ms. Enstice volunteered to contact KPS for the information. Ms. Storm suggested contacting Chief Weston for the information as a courtesy opposed to contacting Major Colby and/or Inspector Green.

VII. Community Involvement

VIII. Other Business/Announcements

Member updates were given to the City Liaison. Ms. Enstice's email address has changed (kishenstice@yahoo.com). Ms. Storm's home phone and office number are the same (384-xxx). Her fax number is noted on the member contact information as her work phone and should be updated.

IX. Public Comment

X. Adjournment

The meeting was adjourned 6:40pm.

**Next Meeting – Special Meeting Session
Monday, January 10, 2005**

Community Board Room - City Hall 2nd Floor
5:30pm – 7pm