



**ROCKVILLE HUMAN RIGHTS COMMISSION  
MEETING MINUTES**

Black-Eyed Susan Conference Room  
Wednesday, June 27, 2018  
7:30 p.m.

**Attendees:** Members- Courtney Proctor, Chair and Jodi Volk, Vice Chair (via phone)  
Guests- Harry Iceland, Andrew Lin, Oyebisi Olatoye, Tolulope Odunlami and  
Alonzo Smith  
Staff - Janet Kelly, HRC Liaison

- I. Call to Order:** Chair Courtney Proctor called the meeting to order at 7:43 p.m.
- II. Welcoming of Guests:** The Chair welcomed back guests: Harry Iceland, Andrew Lin, Alonzo Smith, Oyebisi Olatoye, and Tolulope Odunlami.
- III. Chair's Report:**
  - A. Administrative Updates:**
    - 1. Meetings and Quorums:** The Chair updated the Commission on the rule regarding a quorum. The rule is that a quorum constitutes a majority of existing members on the Commission. If there were eleven members on the Commission, a quorum would be six. On the other hand, if there were only seven members, then a quorum would be four.
    - 2. Membership and Roles Updates:** The Chair congratulated and welcomed soon-to-be members of the HRC: Alonzo Smith, Harry Iceland, and Andrew Lin. Andrew Lin agreed to assist with recording the meeting minutes starting in July.
    - 3. Proposed Rule Changes:** The Chair tabled this discussion until the next meeting.
  - B. Hometown Holidays Debrief:**

The Chair prompted a discussion regarding the Hometown Holidays event and thanked everyone who participated.

General Comments:

- The audience enjoyed themselves.
- The Wheel of Chance was popular.
- Some attendees were registered to vote.
- Others signed up to volunteer.

Suggestions and Comments for Next Year:

- The Chair suggested that the Wheel of Chance questions be updated to include a greater variety of questions and degrees of difficulty.
- More space and tables will be needed to display information (voter registration, HRC and City of Rockville brochures, etc.) and to allow greater ability to interact with attendees.
- More volunteers will be needed to assist with set up and other activities, including voter registration.
- **ACTION ITEMS:** As assigned by the Chair, Commissioner Murtuza will be responsible for updating the Wheel of Chance Q&As. The Chair will check on scheduling voter registrar training for interested commissioners.

**C. Martin Luther King, Jr. Celebration:**

The Chair suggested that the Commission begin planning the celebration next month, starting with the venue, keynote speaker, performers, and caterers. She encouraged everyone to start scouting talent as soon as possible and suggested that this could be done while attending summer events. She also suggested that the Commission hold auditions for performers. If performers could not attend auditions, they could submit videos or other samples of their work. The Chair also suggested using the same emcee from this past January's celebration.

There was a brief discussion regarding the venue, speakers, and themes. Since there are few venues in Rockville that are large enough to accommodate large crowds, the Commission may want to keep the same venue.

The Chair suggested Dr. Lonnie Bunch, and Alonzo Smith suggested Rev. Annie Chambers as potential speakers.

The Chair and Oyebisi Olatoye thought of some themes. An expanded discussion will take place at the July meeting.

**ACTION ITEMS:** For the July meeting, Commissioners and others should be prepared to offer their top three theme ideas and potential keynote speakers. They should also start scouting performers. In doing so, they should determine if performers would be available for the event, if they would be able to attend auditions, and how much they would charge.

Staff will outline other specific areas where the Commission can assist, from suggestions regarding advertisement to logistics for the day of the event. She will bring them to the July meeting.

#### IV. Staff's Report:

- A. **Event Logistics Overview:** Using a communication plan from a previous event, Staff gave an overview of the event planning process and the impact that the Commission's input and participation makes on the flow of the process.
- B. **Mayor & Council Policy Updates:** Staff informed the Commission that the Mayor and Council would add more defined protective classes to Chapter 11 of the Rockville City Code, entitled "Human Rights," at their July 2<sup>nd</sup> meeting. Staff invited the Commission to attend the meeting.
- C. **Pride Program Debrief:** Overall, Rockville Pride attendees provided positive feedback. They were engaged in both indoor and outdoor activities.

#### Suggestions and Comments for Next Year:

- Earlier planning and promotion
- May want to keep the same venue
- Revise sponsorship levels
- More sponsors and participation from local businesses
- Have a store or organization sponsor a craft table
- More activities and performers
- Hold auditions for potential performers
- More volunteers, particularly to assist with setup and cleanup
- More microphones, tables, and chairs
- Add table tents/canopies
- Bigger moon bounce and bubble machines
- For the table talks, pick six topics and do them twice and have a panel discussion instead of separate stations.
- Get more input from the LGBTQ community

The Commission raised \$1,500 for the event and discussed donating remaining funds to Casa Ruby. The suggested amount was \$500.

Alonzo Smith and Oyebisi Olatoye suggested potential sponsors. An expanded discussion will take place at the July meeting.

**ACTION ITEMS:** Staff will outline specific areas where the Commission can assist, from suggestions regarding advertisement to logistics for the day of the event. She will bring them to the July meeting. Staff will also determine the final Casa-Ruby donation amount.

**D. Multimedia Contest Results:** Staff told the Commission who would be the recipient of the first-place prize for the multimedia contest. The Chair proposed changes to the judging process. The Commission will vote on proposed changes at the July meeting.

**ACTION ITEM:** The Chair will send information regarding the proposed changes prior to the July meeting.

**V. Old Business:**

**A. Diversity Leadership Workshop:** The Chair stated that she attempted to contact the Diversity Leadership Workshop attendees to determine if they had used the tools provided during the workshop to implement any diversity and inclusion initiatives at their respective schools. She awaits responses.

**ACTION ITEM:** The Chair will attempt to contact the attendees again, and Staff will do the same. This will take place sometime after the summer.

**B. National Memorial of Peace & Justice – Monument Retrieval Initiative:** Alonzo Smith has continued to gain interest from the community, including faculty at Montgomery College. At this time, the Commission is still awaiting next steps.

**ACTION ITEM:** Alonzo Smith will follow up with selected county officials and staff to determine when a steering committee will be formed to strategize retrieval of the memorial.

**VI. New Business:** None

**VII. Announcements:** None

**VIII. Adjournment:** The meeting was adjourned at 9:36 p.m. The next meeting will be Wednesday, July 25<sup>th</sup> at 7:30 p.m. at Rockville City Hall, Black-Eyed Susan Conference Room.