



INCLUSIVITY TASK FORCE MEETING

Thursday, May 7, 2020 | 6:30pm

<https://zoom.us/join> | Email alexa@macgrove.org for Meeting ID #

Please note: this meeting is being held remotely online via Zoom

Chair: Kate Baxter-Kauf

Secretary: Art Punyko

Staff Contact: Alexa Golemo

Attendees: Gene J., Craig S., Cathy P., Britta S., Tom D., Brian M., Kate B. (chair), Alexa G. (staff), Art P.

MINUTES

(6:15 – 6:30 pm: Tech Check)

- 6:30 I. Introductions /Additions or Deletions to Agenda
- 6:33 II. Approval of March Minutes
- 6:35 III. eMeetings/eElections Policies & Procedures
1. Craig: how do we prevent voter fraud
Use tracking cookies to verify voting, check for multiple voting
Highland using Survey Monkey, Como park too
They will manually check each vote from each address
 2. Same household residents need to provide the address, but complete individual survey.
 - Name, Address, Grid, Own, Rent, Business
 3. A household typically has a single ISP and thus the ballots may have the same external IP address
 4. Have election supervisor for each meeting room (or 2).
 - Introductions
 - Zoom meeting with meeting rooms?
 - We could have a live webinar
 - On-line ballot
 5. Alexa: Paper ballot, with mail-in vs. Zoom. Really can't do both.
 6. Kate: There are trade-offs with both approaches. How do we make it accessible?
 - If it is all ahead on-line activity, then you miss the spontaneous meeting or last minute people. If it replicates the face-face, real-time activity, we may exclude people who can't show up.
 7. Tom: do we know how many people attended? It was around 100 people in the past.

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8. Proposed Timing and Process:
 - a. Outreach: Send Post-card, Use FB/Website, Newsletter, Villager—for Annual meeting (2nd Week June)
 - i. Recruit/solicit for candidates. Put the information on the website (+2 weeks)
 - ii. We have a drop date for the news letter to kick off process
 - iii. Provide a phone number and email to handle questions.
 - iv. Post candidate information online and on the doors at the Rec center.
 - b. Webinar for Annual Meeting—special speakers, instructions on voting (+ 2-3 weeks later)
 - i. Main Presentation
 - ii. Bylaw changes?
 - iii. Election process
 - iv. Special speaker
 - v. Take questions
 - c. Separate Candidate Webinar/Q&A (+1 week)
 - i. Host this after Annual Meeting
 - ii. We could hear from grid candidates, presentations, written paragraphs, videos
 - d. Host the vote (on-line, mail, etc) (+1 week)
 - i. Let the voting ensue after the Annual meeting
 - ii. Open for 2 weeks
 - e. Report the votes later (+1-2 weeks)
9. Motion Kate, 2nd, passed unanimously
 - a. Enable Tom to write up proposed by-Law change language which would allow the Board to have temporary approval to change By-Laws by 2/3 approval of seated board members. These would only be in effect until the next Annual meeting. This will be presented at the May 14 Board meeting.
10. We would need to publish bylaw changes 30 days before the Annual Meeting.
11. Brita, Alexa: Type up 2 timelines with suggested dates. Provide an update to the Board next week
12. Next Steps
 - a. Bylaw changes
 - b. Timeline/process
 - c. Ballot
13. This idea of on-line, asynchronous voting is aligned with our Inclusivity mission.
 - a. Feedback to improve faster with on-line, webinar meetings
14. Zoom webinar (\$15/month) for 100 participants or less. It goes up significantly (>\$100/month) if we exceed 100 participants.

7:30 IV. MGCC Equity & Inclusivity Action Plan, *Updates*

7:40 IV. Updates/Announcements/Other Business

- a. Please encourage other renters to support candidates
- b. Please encourage business at-large participants.

7:45 V. Adjourn



**Macalester-Groveland Community Council (MGCC)
Inclusivity and Equity Strategic Action Plan
PHASE 2**

Adopted 9/11/2019

Goal 1: Increase the active participation by underrepresented groups in MGCC's internal structures so that we better reflect the demographics of the neighborhood.

Action Step 1: Create and implement standardized practices for live streaming of MGCC meetings, beginning with meetings of the Board of Director of the Macalester-Groveland Community Council in September 2019.

Milestone: Report to Board of Directors on live streaming and present draft live streaming practices by February 2020.

Action Step 2: Examine potential bylaw changes relating to active participation in MGCC public board and/or committee meetings via electronic methods.

Milestone: Report to Board of Directors on potential bylaw changes by January 2020.

Action Step 3: Analyze current barriers to participation and expand outreach to student and renter populations to increase participation and build a base network.

Milestone: Create and build upon a list of school faculty and staff, students, and renters to draw upon for input, outreach, and filling board/committee positions. Report to Board of Directors by March 2020.

Goal 2: Increase the active participation by underrepresented groups in MGCC's programming, projects and events so that we better reflect the demographics of the neighborhood.

Action Step 1: Implement changes to current programming and events to make them more inclusive and meaningful for underrepresented groups, including renters and students.

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Milestone: Implement changes to two regular MGCC programs/ events. ITF and CBC to evaluate event before, during, and after to consider the following questions:

- Who is this for?
- What is the purpose?
- Were the changes made (if any) beneficial to our community?

Report back to the Board of Directors in July 2020.

Action Step 2: Incorporate small-scale pop-up events, geared toward underrepresented communities, into regular programming throughout the year.

Milestone: Plan and host one event per quarter. Report to Board on progress in April 2020.