



## INCLUSIVITY TASK FORCE MEETING

Wednesday, September 20<sup>th</sup>, 2023 | 6:30 pm

<https://zoom.us/join> | Sign-up at [www.macgrove.org/participate](http://www.macgrove.org/participate) to receive Meeting ID #

**This meeting is being held remotely online via Zoom.**

**Chair:** Kate Baxter-Kauf

**Secretary:** Catherine Plessner

**Staff Contact:** Alexa Golemo

- 6:30 I. Introductions
- 6:35 II. Approve July 2023 ITF Meeting Minutes
- 6:37 III. **Inclusive Decision-Making Guide (pg. 2) & Upcoming MGCC Committee Topics**
- Transportation:** Cretin Avenue, St Paul Bike Plan, Grand Avenue Reconstruction (Construction Phase), Rethinking I-94
- Housing and Land Use:** Phase 2 of the 1-4 Housing Study, St. Paul Dept of Human Rights, University of St. Thomas South Campus Arena
- Community Building:** Neighborhood Walkability Initiative, Fall Community Cleanup, Frost Fest
- 7:05` IV. **Upcoming Projects & Opportunities for Greater Inclusivity**
- E-Illuminator Print Newsletter (End of October/Beginning of November)
- Renter Happy Hour
- Committee & Board Member Onboarding
- Hybrid Meetings
- Open Seats on MGCC Board of Directors
- 7:35 V. Updates/Announcements
- Scheduling ITF Trip to George Latimer Central Library (SPPL)
  - Ward 3 City Council Forum: Thurs., Sept. 21<sup>st</sup> at 7 pm at Highland Community Center
  - St. Paul Snow Summit: Sat., Oct. 14<sup>th</sup> from 9 am – 2 pm at Dale Street Municipal Garage (891 Dale Street). More info at [www.stpaul.gov/snowsummit](http://www.stpaul.gov/snowsummit).
- 7:45 IV. Adjourn

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*For more information about the Macalester-Groveland Community Council or its committees, please call 651-695-4000 or visit [www.macgrove.org](http://www.macgrove.org).*



## **Inclusivity Task Force Background**

**Resolution passed Nov. 12, 2015 by the MGCC Board of Directors:**

*Be it resolved:*

*MGCC will convene a task force of Board and community members charged with not only determining a solution for increasing board representation for currently underrepresented groups in our community, including but not limited to renters, students and minorities, but also ensuring that membership to all MGCC committees is open to all members of the community and that no committee or subcommittee shall exist that includes only membership to a particular subset of community members, nor shall any committee or subcommittee exclude membership to any subset of community members.*

*The MGCC Executive Committee will convene this taskforce, which will include a member from each committee. The taskforce will report to the full Board of Directors.*

## **Inclusivity and Equity Strategic Action Plans**

The Inclusivity Task Force has created and implemented an Inclusivity and Equity Strategic Action Plan from 2018 to 2022, each of which focused on the following central goals:

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

**MAC-GROVE GUIDE TO INCLUSIVE DECISION MAKING**  
"Nothing about us, without us."

**ANALYZE**  
1. Who is most impacted by the recommendations/decisions we are making?

**REFLECT**  
2. Are people (who represent those who will be most impacted) at the recommendation/decision-making table?

**CONNECT**  
3. If the people most affected aren't connected, MGCC will actively seek them out to build relationships and to create space to participate in the future.

Learn more at [macgrove.org/equitable-development-scorecard](http://macgrove.org/equitable-development-scorecard)

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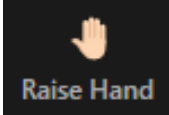
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## Committee eMeetings via Zoom

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### Zoom Protocol

- **Log in Early** – Please log into *Zoom* at least 5 minutes early so the meeting can start in time. Click “Join with Computer Audio.” Use this time to test your speaker and microphone.
- **Security Precautions:** A Zoom link will be sent out to community members who signed up via [www.macgrove.org/participate](http://www.macgrove.org/participate). Please do not share this link with others. In the unlikely event of an external disruption during the meeting, the Zoom meeting may be terminated, and a new Zoom link will promptly be emailed to all participants.
- **Internet Quality** – When possible, physically connect your computer directly to your internet source. If using WIFI, position yourself in an area with the best signal. Remember to disconnect from VPN and turn off unnecessary apps to optimize internet bandwidth.
- **Video** – All Board and Committee members are encouraged to participate using video. However, if you are experiencing poor video/audio quality, click “Stop Video”. As a last resort, you can join by phone.
- **Mute Your Microphone** – To minimize background noise, remember to mute your microphone at the beginning of the meeting. (Mute button is on the lower left corner of the Zoom screen). To speak, press and hold the spacebar on your keyboard to temporarily unmute yourself. Or, unclick the Mute button for an extended conversation. 
- **View Settings** – Customize how you view meeting participants on your screen using the settings on the upper right corner of your Zoom screen. Gallery View statically arranges all participants in a grid pattern. Speaker View dynamically brings the current speaker to the forefront.
- **Raising your Hand** – If you would like to provide feedback or ask a question, please click the “raise your hand” icon. If for some reason you do not see an icon labeled “raise hand”, you can also send a message in the chat. You can take yourself off mute to speak, once you have been recognized by the Chair. (See *Committee Meeting Protocol* below) 
- **Phone** - The local phone number for joining Zoom is +1 651 372 8299. It will ask you to enter the Meeting ID and the passcode for that meeting (you do **not** need to enter a Participant ID). Phone users can unmute/mute by pressing \*6. To raise/lower hand, press \*9.
- **Questions or Day-of-Meeting Troubleshooting** - Contact MGCC Staff at [mgcc@macgrove.org](mailto:mgcc@macgrove.org) and we will do our best to assist you.

### Committee Meeting Protocol

- MGCC meetings are **recorded** and made available at [www.macgrove.org](http://www.macgrove.org) for one month. Please reach out to staff if you have concerns about being recorded.
- **If you would like to comment**, please raise your hand and wait to be recognized. (See *Raising your Hand* above) When recognized, please first state your name and address.
- **This is a place for civil and respectful dialogue.** It does not mean everyone has to agree, but it means we have to treat one another well. Please keep your comments brief and to the point. At about the two-minute mark, the Chair will let you know that your time is almost up.
- After receiving public comments and inquiries, the Committee members will have the opportunity to ask final questions and to discuss the issues at hand. Only voting members of a committee may vote on a motion. If you are not sure whether you are currently a voting member of a committee, please ask the staff member in attendance.

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