

TOWN OF CAPE ELIZABETH MEETING MINUTES

APPROVED

MEETING: Diversity, Equity, and Inclusion Committee

DATE: Wednesday, January 15, 2025

TIME: 6:00 p.m.

PLACE: Thomas Memorial Library Community Room

PRESENT: Kara Lavender Law, Sarah Clinton, Regan St. Pierre,, Monica Malcomson, Nancy DellaMattera, Christina McAnuff (Chair,) Rachel Davis, secretary

ABSENT: Heather Drake

1. Call to order: Christina called the meeting to order at 6:07 p.m.
2. Public comment (15 minute limit): none
3. Welcome New Member: Committee members introduced themselves and shared what brought them to want to serve on the committee
4. Election of a New Chair: Monica nominated Christina to serve a second term as Chair; seconded by Sarah, unanimously approved.
5. Vote to adopt minutes from the December 11 meeting
 - a. Regan suggested removing the phrase “now that there are new members” from the recounting of the “New Business” discussion
 - b. Motion to approve the minutes as amended : Nancy
 - c. Seconded by: Regan
 - d. Discussion: none
 - e. Vote: unanimously approved
6. FOAA Guidelines review: Rachel reminded the Committee that all of the Committee’s work must be done in public view and not outside of publicly noticed meetings.
7. Asset map update (Rachel): Rachel shared the updated spreadsheet gathering information from different departments about initiatives that have DEI connections
8. Book discussion update (Sarah and Rachel):
 - a. Rachel and Sarah shared their impressions of the four discussion sessions offered at the library
9. Inclusion Skate update: The committee chose February 8 as the date for this year’s Inclusion Skate. Monica reserved the ice time during the meeting. Rachel reported that she will have to request funding from the Town Manager to cover the cost of the ice time, as the Cape Arena will not allow the Town to book the time pro bono. Logistics about volunteers and promotion will be shared with committee members prior to the date of the event.
 - a. Monica will handle the logistics
 - b. Rachel will update the flyer
 - c. Kara will promote the event through the school parent organizations
10. Quiet Inclusive Swim proposal: tabled
11. Committee member recommendations for 2025 and beyond

- a. Sarah and Heather (through email) suggested the committee be renamed to focus on something like Universal Design & Accessibility or Targeted Universalism, as the term "DEI" has become divisive and may cause misunderstanding around what the committee is trying to accomplish.
 - b. Christina shared a slideshow presentation (attached) examining the history of the Committee and proposing it be renamed to the "Community Engagement Committee." Many committee members expressed frustration with the broad charge given to the committee the lack of resources and guidance from the Town Council.
 - c. Monica suggested the the name "Human Rights Committee" reflects the scope of the work the Committee hopes to engage in. She suggested that the Committee's work should be to advise the Town on policies for community spaces that are not the schools, noting that all public services should have the same parameters and accommodations for members of the public.
 - d. Nancy brought the perspective of focusing on process and having a plan on centering equity as the focus of the Committee's work; she suggested the Committee should focus on 2 to 3 activities per year that are based on themes; establish a regular pattern of communication with the Town Council; and build in assessment and evaluation of the work the Committee does
 - e. Committee members suggested that when the Committee engages in successful endeavors, like the Inclusion Skate, that other entities in Town, such as Community Services, take up those endeavors as it has been proven that there is a need and that they can be successful
 - f. Some committee members expressed a desire to report directly to the Town Council on a regular basis, to have a Town Councilor be assigned to the Committee, and to be added to the Council agenda on regular basis. Rachel suggested that she invite the Town Manager to next month's meeting. Committee members wanted the Chair of the Town Council to be invited as well. The Committee decided to meet for a workshop to continue the discussion on Saturday, January 25 from 10:00 am - 12:00 pm.
12. New business: none
13. Public comment (15-minute limit): none
14. Adjourn
- a. Motion to adjourn: Monica
 - b. Seconded by: Kara
 - c. Discussion: none
 - d. Vote: Unanimously approved
 - e. Meeting adjourned at 8:17 p.m.