



CITY OF MADISON HEIGHTS

LIBRARY - EXHIBIT SPACE, 240 W. 13 MILE RD.

**HUMAN RELATIONS AND EQUITY COMMITTEE MEETING
AGENDA**

NOVEMBER 21, 2024 AT 6:00 PM

CALL TO ORDER

ROLL CALL

ADDITIONS/DELETIONS

APPROVAL OF MINUTES

- [1.](#) Minutes of October 10, 2024

MEETING OPEN TO THE PUBLIC

ARTS BOARD HISPANIC HERITAGE CONCERT 2025

- [2.](#) Ballet Folklorico de Detroit

DONATION

3. DONATION FROM WOMEN'S CLUB

CURRENT WORK PLAN UPDATES

4. Book Club
5. Calendar - Social Media Posts

2025 WORK PLAN

- [6.](#) Work Plan Template

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: clerks@madison-heights.org at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

Human Relations and Equity Committee Meeting
Madison Heights, Michigan
October 10, 2024

A Human Relations and Equity Committee Meeting was held on Thursday, October 10, 2024 at 6:00 PM at Library - Breckenridge Room, 240 W. 13 Mile Rd.

CALL TO ORDER

The meeting was called to order at 6:04 p.m. by Chair Yu.

ROLL CALL

PRESENT

Syed Murtaza-Rose
Alec Yu
Council Representative Quinn Wright

Also present, staff liaison Heather Hames

EXCUSED ABSENT

Aaron Brown
Jessica Showers
Council Representative Alternate Emily Rohrbach

ABSENT

Rebecca Chambliss
Madison Student Delegate Colton Chambliss

APPROVAL OF MINUTES

- 1. Minutes of September 19, 2024
Motion to approve the minutes of September 18, 2024 made by Yu, Seconded by Murtaza-Rose. All ayes, motion passes unanimously.

MEETING OPEN TO THE PUBLIC

No one present wishing to speak.

EXHIBIT

- 2. Achievement Traveling Exhibit - Automotive Hall of Fame
Motion by Yu to co-sponsor with the Madison Heights Public Library the Automotive Hall of Fame exhibit called "Achievement" for October - November 2025 at a cost between \$300 and \$400 which the HREC will seek grant funding for from CAB. Seconded by Murtaza-Rose. All ayes, motion passes unanimously.

WORK PLAN UPDATES

3. Book Club

The next book club meeting will be on December 10, 2024 at 6 pm and the book is Season of Love by Helena Greer.

4. Calendar - Social Media Content

HREC will post on social media about the following in November 2024:

November, Native American Heritage Month

November 2, All Souls Day/Day of the Dead

November 11, Veterans Day

November 20, Trans Day of Remembrance

5. Cook Book

The Friends of the Madison Heights Public Library will ask bakers for their upcoming bake sale to include their recipes for the cookbook.

6. Revin' in the Heights

The date for Revin' in the Heights is set for September 13, 2025.

WORK PLAN 2025

7. Work Plan 2025

Ideas discussed for 2025 Work Plan:

MLK Jr Day of Service - volunteer at the Madison Heights Food Pantry

Include food drives or supply drives at all our major events in 2025.

Partner with community groups already working on food and supply drives to increase awareness and help them with volunteering.

Reinstate Community Roundtable-like networking opportunities for community groups to increase support.

Recommend Accessibility Survey to the City.

NEW BUSINESS

Promote two events on social media of possible interest to the public:

Book Talk: Michael G. Smith: Concrete Century November 7, 2024 at 7:00 pm.

Jewish Connections Tour of DIA November 13, 2024 at 1:00 pm.

ADJOURNMENT

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The Arts Board is interested in hosting a Folklorico performance at the Civic Center Bandshell next September, specifically by Ballet Folklorico de Detroit. Since this performance is a blend of art and cultural elements, could you see if the HREC would be interested in splitting the cost and sponsoring the event together? I'm not sure what the cost would be yet (still crunching some numbers) but I imagine there is potential for sponsorship from one of our wonderful Latine organizations in the City if we needed a financial boost. Ideally, this would be toward the middle of September to celebrate Hispanic Heritage Month.

<https://www.bfdetroit.org/>

Attachment A

Board and Commission Work plan Guidelines and Process

The City Council will vote on the board and commission work plans annually. Work plans are due by January each year and should consist of up to three priorities. The City Council will ask the Board or Commission Chair to present the work plan to the City Council. Work plans should include if there is intent to use subcommittees or additional City staff to assist in the Board or Commission work for the year ahead.

To guide the work of developing the board or commission annual work plan, a short checklist is provided below:

- Review purpose of the Board or Commission
- Discuss any City Council priorities for the Board or Commission
- Discuss existing and possible projects, priorities and goals
 - Order from high priority to low priorities
- Finalize draft work plan for City Council review
- Use approved work plan as a guide to focus the board and commission work throughout the term of the work plan. (Initially 1 year for 2023 and 2 years after that with updates after the first year.)
- Present report to the City Council annually and include:
 - List of priorities, projects and goals
 - Status updates
 - If items are not complete, include why and any other additional details to share with the Council.

Sample Format:

Boards or Commission Name

Name of Project, Goal	Benefit if completed	Timeline for Completion	Resources needed (staff support, subcommittee, fundraising)	Measure of Success	Priority