**Members:** Erin Baker, Lauraine Carpenter, Tom Douglas, Ramona Olvera

Michael Alexander, Brenna Reynolds, Christina Rodriguez (Late) , David Ross, Aisha Sleiman,

**Mayor’s Office Staff:** Gretchen DeBacker, Sara Dastagir, Alan Bannister, Marquita Chong

### **Guests: None**

**DATE: December 16, 2019 TIME: 5:00-6:30 PM PLACE: Carlos’s Poco Loco 1809 Adams Street**

| TOPIC | **DISCUSSION** | **DECISION/ ACTION** | **Person Responsible** |
| --- | --- | --- | --- |
| Call to Order | Oath of office for those members who needed to be sworn in took place before the regular meeting. This included: Erin Baker, Brenna Reynolds, David Ross, and Aisha Sleiman.  Erin called the meeting to order at 5:29 PM |  |  |
| Introduction of New Members  (Erin) | * This took place before the meeting was called to order |  |  |
| Questions and Vote on Meeting material (sent by email)  (Erin) | * Materials sent on Sunday 12/15: Minutes from HRC November meeting; Executive Committee minutes December; Subcommittee Reports – as available * Motion to accept as read; approved |  |  |
| Vote on Executive Committee (if Needed) Gretchen/Erin) | * Slate: Erin Baker as Chair; Raina Dawson as 1st Vice Chair; Lauraine Carpenter as 2nd Vice Chair; Ramona Olvera as Secretary; Tom Douglas as Mediation Lead * Tom motioned to accept the slate; Michael seconded the motion; vote – all approved with quorum met. |  |  |
| Reminders of January Meetings (Erin/Lauraine) | * Get goals for committees into Gretchen for January discussion – Send Goals to Gretchen by December 30. Before January meeting Gretchen wants the list of all members of the Committee. * Reminder of MLK Events = Service day with bags made including coats and gloves. Event Brite to register for the event. * Reminder that the meetings starting in January for the year return to 6 pm start time. Hopefully that will help attendance. | Committee chairs need to send materials to Gretchen about their goals and Member lists before January meeting. |  |
| Adjournment (Erin) | Meeting adjourned at 5:45 PM |  |  |

|  |
| --- |
| **NEXT MEETINGS** |
| **Full Committee:**  January 21, 2020 Mott Branch Library, Room B  1010 Dorr Street meeting |