

**AGENDA
THE CITY OF ST. CHARLES
EQUITY & INCLUSION COMMISSION
THURSDAY, NOVEMBER 21, 5:00 PM
2 EAST MAIN STREET
DENS A&B, SECOND FLOOR**

Phone conference dial-in 630-762-7087

1. Call to Order
2. Roll Call
3. Approval of October 17 Equity & Inclusion Meeting Minutes
4. Subcommittee Reports
5. Identifying Bias Subcommittee Slide Discussion
6. Business grant improvement discussion
7. 2025 budget discussion
8. New business/Concerns
9. Public comment
10. Adjourn

COMMISSION PURPOSE – Make recommendations to the City Council that are in line with the Strategic Plan’s Guiding Principles; help the City foster an inclusive, welcoming community to all residents, businesses, employees, and visitors, regardless of age, gender, race, culture, sexual orientation, religion, or abilities; encourage engagement and active listening to achieve these objectives.

ADA Compliance

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the ADA Coordinator, Jennifer McMahon, at least 48 hours in advance of the scheduled meeting. The ADA Coordinator can be reached in person at 2 East Main Street, St. Charles, IL, via telephone at (630) 377 4446 or 800 526 0844 (TDD), or via e-mail at jmcmahon@stcharlesil.gov. Every effort will be made to allow for meeting participation. Notices of this meeting were posted consistent with the requirements of 5 ILCS 120/1 et seq. (Open Meetings Act).

MINUTES
THE CITY OF ST. CHARLES
EQUITY & INCLUSION COMMISSION
THURSDAY, OCTOBER 17, 5:00 PM
2 EAST MAIN STREET
DENS A&B, SECOND FLOOR

1. Call to Order

Chair Newman called the meeting to order at 5:03 pm.

2. Roll Call

Present: Susan Sanders, Cris Anderson (left meeting at 5:25 pm), Michael Castro, Lisa Macaione (via phone), Erica Johnson. Absent: Mary Kruse, Trudy Nichol

Others present: Lisa Stricker (arrived 5:08 pm), Brianna Bacigalupo, Tara Strachan

3. Approval of September 19 Equity & Inclusion Meeting Minutes

Motion by Anderson, second by Sanders to approve the September 19, 2024, Equity & Inclusion Meeting Minutes.

Voice Vote: Ayes: Sanders, Anderson, Castro, Macaione, Johnson. Nays: none. Absent: Kruse, Nichol. Newman did not vote as Chair. **Motion Carried.**

4. November 4th Presentation Discussion

Newman attended a meeting with Mayor Vitek, Heather McGuire, and Lisa Stricker to prepare for the City Council meeting on November 4. The group discussed the presentation details and noted the date change from October 21. Newman expressed appreciation to Stricker for being instrumental in the commission's success.

5. Subcommittee Reports/Newsletter Sign Ups

Culture & Religion:

Johnson provided guidelines for preparing items for the City newsletter; each subcommittee was asked to sign up for two months.

Macione shared that a resident had reached out to her regarding National Hindu Heritage Month. She recommended that a proclamation be drafted for the commission to review and see if the City would like to recognize this.

Physical Disability:

Bacigalupo provided details of a business improvement grant that the Economic Development Department will be proposing to City Council. The grant includes funding for more ADA focused projects that would go above and beyond code requirements.

Castro said that he had reviewed the council chamber renovation plans and noted he did not see any hearing loop system improvements included. He would like to know more information regarding RFPs (Request for Proposal). Strickler offered to research the RFP approval process for inclusionary items and will give an update to the group at the next meeting.

LGBTQIA+:

Newman provided information regarding an educational session that she would like to hold at the library in January or February.

Identifying Bias:

Castro created a slide for the action plan that he would like to be included in the first quarter commission report. He noted that he had some feedback to address from Newman.

Castro stated he believes that there is a lack of diversity on commission appointments and a discussion ensued. Stricker cautioned the group to be very specific when asking about diversity.

6. New Commissioner Discussion

The group reviewed the Equity & Inclusion Ordinance and discussed ways to communicate the vacant seat on the commission. Macione noted that she knew someone who had applied for the position and Stricker said she would follow up with the individual for an interview.

7. New business

Newman attended South Elgin's Equity & Belonging meeting and shared some of the ideas that their commission is working on, including a cultural event next year.

Sanders shared the positive feedback she had received regarding the Equity & Inclusion Commission while cleaning up after Scarecrow Weekend.

8. Public comment - None

9. Adjourn

Motion by Johnson, second by Castro to adjourn the meeting at 5:57 pm.

Voice Vote: Ayes: Sanders, Anderson, Castro, Macaione, Johnson. Nays: none. Absent: Kruse, Nichol. Newman did not vote as Chair. **Motion Carried.**

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