

## Scituate Diversity, Equity and Inclusion Committee Meeting Minutes

**Committee Members Present:** Bob Clark, Lt. Amanda O'Shea, Lucia Silveira, Tom Secaur, Nikki Sanders- Smead, Angela Dray, Celia Richa, Natasha Stewart, Ruth Yasin, Kim Kelly-Harriman, Maura Curran.

**Committee Members not Present:** none

### AGENDA

1. Call the Meeting to Order - Maura Curran
  - A quorum was present and Selectwoman Curran called the meeting to order. The motion was moved by Ruth Yasin and seconded by Kim Kelly Harriman. Ms. Curran welcomed the committee and provided a brief overview of the evening's agenda.
2. Discussion of Committee Charge and Select Board's vision - Maura Curran
  - Ms. Curran briefly reviewed the charge of the committee and then moved into committee introductions.
3. Discussion –Member Introduction
  - Each member reviewed their background and their hopes for the committee.
4. Discussion - Brief Overview of Scituate Town Hall / Public Safety Org Charts / roles and responsibilities / Committees
  - Ms. Curran reviewed the organization chart. Nikki Smead asked where the Historical Society fell within the Town of Scituate Org. chart. Ms. Curran replied that it was a separate Non-profit organization and that the Scituate Historical Commission is the town commission appointed by the Board of Selectmen. (Select Board). Nikki Smead inquired about the Town Charter. Ms. Curran explained that there is a charter review committee currently being led by Selectperson Canfield. Bob Clark confirmed the current open position that exists for the Director of Planning and Development that has been open for a while. Ms. Curran then reviewed a very high level financial overview of Scituate budgets. Natasha Stewart asked if committee contact information would be shared and Ms. Curran asked and confirmed that yes, a list would be distributed.
5. Open Meeting Law
  - Open law procedures were reviewed with the committee
6. Discussion / Vote : Chairperson, Vice Chairperson, Secretary Discussion /Vote :
  - Ms. Curran presented the option for the committee to either consider or vote during this meeting to elect a chairperson, vice-chairperson and secretary.
  - A motion was made to appoint Nikki Sanders-Smead as the chair, a motion was made by Tom Secaur, and seconded by Kim Kelly-Harriman. The motion was approved unanimously via a roll call vote.
  - A motion was made to appoint Tom Secaur as the vice-chair. A motion to appoint Tom as the vice-chair was made, Angela Dray seconded the motion. The motion was approved unanimously via a roll call vote.

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- A motion to appoint Ruth Yasin as the Secretary was moved by Kim Kelly-Harriman and seconded by Natasha Stewart. The motion was approved unanimously via a roll call vote.
7. Set future Meeting Date
    - The committee agreed to meet every other week opposite the Board of Selectmen meetings.
  8. Adjourn
    - Motion to adjourn was made by Ruth Yasin and seconded by Tom Secaur. Next meeting date was confirmed as January 26<sup>th</sup>. Confirmation of the mechanics of the meeting was reviewed. The meeting was adjourned at 8:22 PM.