

Human Rights Commission Meeting
Bangs Community Center
21 February 2013
3:00pm—5:00pm

3:00—3:05 Opening / Welcome

3:05—3:10 Meeting Focus—Administrative Needs of the Commission

3:10—3:20 Agenda Review and Additions

3:20—3:25 Minutes: November and January Meetings—Acceptance

3:25—3:30 Student Commissioner's Report—Jung and Brodigan **(5min)**

3:30—3:35 Directors Report—Radway **(5min)**

3:35—4:45 New Business—Retreat Planning Session

- Suggested Retreat date and time—21 March 2013 6:00—9:00

Rational: It is suggested to have the retreat during the March HRC meeting vs. an all day retreat on a weekend day—as the Commission has moved the meeting time up to 6:00 and all Commissioners are accustomed to staying until 9:00

- Suggested discussion topics for this retreat planning session

Rational: It would be helpful to discuss these topics during this meeting (prior to the retreat) so that they can be actual outcomes of the retreat

- Commissions next steps
- Projects—current and desired
- Project timelines
- Formal working plan
- Sub-committees
- Individual Commissioners role
- Attendance police
- Guidelines for removing a Commissioner (due to a set upon number of absences—whether communicated or un-communicated)
- Guidelines for removing a Chair
- HRC Annual Budget
- *Other Commission Identified topics*

- Discuss the Election a Chair
 - 21 February 2013 will be the 3rd meeting with the new Commissioners
 - 17 January 2013 HRC meeting also marks the return of Commissioner Bascomb
 - It is suggested that the Commission utilize the February meeting to further get to know one another and to prepare to elect a Chair during the March retreat

NOTE: Administratively speaking, essential attributes of a Chair would be one that is responsive to all communications in a timely manner, available, present, follows through in a timely manner, proactive, creative, effective, committed, supportive, and efficient

Personal attributes of a Chair are up to the Commission to identify what is necessary for the new direction of the Commission.

4:45—5:00 Announcements

5:00 Close