



RUTHERFORD CIVIL RIGHTS COMMISSION MINUTES - May 18 2022

Topic: Rutherford Civil Rights Commission's Meeting

Beverly Khan Pal	Matt Cokeley (Council Liaison) – absent
Steve Way	Jessica Warren Frazier
Renjith Pillai	Sam Riviello - absent
Alcides Aguasvivas - absent	Lauren Caliolio – absent
Shefali Pilar	Ed Gajda – guest 139 Eastern Way – current President of Historic Preservation Committee
Ginny Perrin	
Christie Del Rey-Cone	
Mark Tenn	
Lori Rosario-Griffin	
Jessica Lezcano – absent	
Paul Frazier	
Sami Abuauad – absent	
Esther Gatria – absent	

\*Present – highlighted

- Meeting called to order at 6:40pm
- Sunshine Law read by Steve
- April 2022 minutes reviewed and approved
- Reviewed action plan status
  - Mark spoke that Sam had contacted several organizations in town to partner with
  - Christie spoke that Paul had contacted several other commissions about their training and is waiting to hear from them
- Beverly needs to get a social media sign off sheet for everyone
- Pride Festival – June 4<sup>th</sup> 12pm-4pm; Flag raising at 11am
  - Need to determine what kind of hand outs there will be
    - Roe v. Wade
  - Banner will need to be designed (Alcides) and purchased – or something that we can drape from the table.

- Elders meeting with Mr. Galloway on May 25<sup>th</sup> at 7:45pm for Commission members only
  - Ed spoke and was under the impression that the meeting was being set up because the Elders filed a complaint about the Hauge family being honored.
    - The Hauge plaque was sponsored by the Historic Preservation Committee and the RCRC
    - Ginny clarified that the Elders just wanted to share with us the experience of black residents historically and that she did not get the impression that it had anything to do with the Hauge plaque.
    - Ed says he had a 2-hour meeting with Bill Galloway where he expressed dissatisfaction with the Hauge plaque and family. That is what Ed thinks precipitated the meeting with the RCRC. He feels that he should be present for the Elder meeting on May 25<sup>th</sup>
  - Beverly told Ed that it is not even being organized by Bill Galloway specifically and that there will be several other residents there.
  - Beverly told Ed that if there is anything that comes up during the Elder Meeting that is relevant to the Historic Preservation Committee that we will contact him and keep his Committee in the loop.
  - Lauren is the Liaison to the HPC
- Multicultural Festival
  - Sam created a white paper for what kind of programming we could put together
  - Beverly will create a ZOOM meeting to start organizing that
  - Food trucks should be booked soon because they do get booked quickly – Mark will start contacting them
    - Priority is to find culture cuisine that is not readily available in town
    - 3-4 food trucks each night
- Juneteenth
  - Beverly called Reverend Payton at Mt. Ararat to see if they are sponsoring it and if so, do we want to co-sponsor it as in the past years with poetry from students, history, speeches
  - Additional musical performance for the program
  - Possible date – June 20<sup>th</sup> at 4:30pm
- Finances
  - We have \$7605.33 in the one and only account for the RCRC
  - Ginny has received the last two statements from Gordon, but we have not seen any deposits in them. Beverly has been taking photos of checks from the mailbox and they are not appearing on the statements. So, Ginny will do an audit to see what has gone into the account and then hopefully we can back track and find out where the checks went.
  - We need to create a common folder where all the photos of checks will be stored to track them. This also applies for all other aspects of the RCRC.
  - Gordon requested the following:
    - Keep a log
    - Any deposits that are made, it should go through Ginny to ensure one point of contact for Gordon and checking all of this.
    - There should be 3 people checking numbers in general but only one person managing deposits
    - Any checks should be written to the Borough of Rutherford (not the RCRC)

- If there is a donation, it has to specify what the donation is for and the purposes it can be used for.
  - Cash is discouraged by the finance office
    - If we collect cash, we need to have duplicate pre-numbered receipts – one for the donor and one for us
    - Reconciliation for cash needs to have two people
    - Cash needs to be deposited in a sealed envelope with specific identification
  - We need to keep grant applications because when the check is deposited, we need to provide the application with the deposit.
  - Gordon said we could do raffles but there is process to it.
  - Gordon had no issue with buying merchandise and selling merchandise, but it needs to go through a process of an ordinance, and everything requires approval before we buy/spend anything.
    - This requires two meetings and is time consuming, so we need to have a lot of forethought on how we manage merch, costs, etc.
  - One of the bylaws indicates that the Commission can maintain a small treasury for small expenses but Gordon says that we really should not use any funds (even small) without pre-approval.
    - Can we get a pre-approved budget for smaller items (copies, stamps, etc) – petty cash
  - The typical PO process takes one week
  - We also need to know what the town/government should be paying for us since we are a government entity.
  - Beverly made a motion to submit a PO for funds to spend on supplies for Pride Festival. It was seconded by Christie. All present were in favor and motion is approved.
    - Materials will include copies of fliers, tablecloth, banner, post cards
    - Mark will send out information as to what we will do at the Festival and what we will say while hosting the table.
- Meeting called to close at 7:49pm