

MEETING MINUTES
Wakefield Human Rights Commission -
International Women's Day Event Planning Meeting 2021

DATE: March 3rd 2021
CALL TO ORDER: 7:00 pm
PLACE: Zoom Call

Present:

Nicole Jacob
Eileen Rooney
Maria Muti
Kimberly Ring Allen
Jennifer McDonald
Erin Kokinda
Teresa Aravena-Gonzalez

Welcome

Review what we are working on and other items

- Maria was able to get the login information for IWD #ChooseToChallenge event
- Nicole checked in with She Major and was able to get the performance for the kick off event
- Kim has been working on the interviews
- Jennifer M. suggested it would be best to keep the interviews in the town's website
Kim will share with Jennifer M. the interviews so she can upload them to the site once they are done
- Erin will also like to have the teaser video so she can share it
- Suggested during the meeting it might be a good idea to share with the Chambers of Commerce since they are also doing a segment in WCAT "Conversations With The Chamber".

. Details for March 8th Kick off

- Kim will work on the "teaser" and will include She Major's Performance.
- Kim will draft a press release for the item and Eileen will help
- Kim will also draft a short message to share with the current WHRC members so we can all participate in the IWD Monday Kick off event. Maria will post it to WHRC FB Monday. Teresa will share the message with all the female business owners so they can participate as well.
- Kim will research the # that we can use to represent the WHRC so we can use it along the post.
- Teresa will reach out to WCAT to see if they can air the teaser for the IWD event.

Next Steps

1. Nicole will reach out to She Major and see if they want to put another performance together to close out the month.
2. Teresa continues to help Kim with coordinating the interviews.
3. Maria will research and try to see if there is a PDF of the WHRC logo. Jennifer M. offered to help out to see if it can be edited.
4. Kim will draft a press release for The Daily Item and Eileen will help review.
5. Kim will share a blurb we can use to participate in the
6. Kim will send a format with instructions on how to do the interviews to the team and then she can just edit them.
7. Nicole will reach out to health director to see if she wants to participate in the event
8. Teresa will share the list with Erin Kokinda of the female business owners in town
9. Maria will reach out to representative Lipper-Garabedian to see if they want to participate in the event.

