

Lakewood Community Relations Advisory Commission Minutes
August 15, 2019; 6:30 p.m., Lakewood City Hall, 12600 Detroit Ave, Lakewood, OH

Members Present: Stacey Loejos, Andrew Morris, Gary Rick, Chitra Walker (Secretary), Walter Wright (Chair), Melissa Garrett (Community Relations Specialist).

Members Absent: Tariq Atta, Robin Beavers, Rachel Donaldson (Vice Chair).

OLD BUSINESS

Approval of Minutes: Gary R. made, and Stacey L. seconded a motion to approve minutes of June 17, 2019 and July 16, 2019 with one correction to the spelling of Stacey's last name. Andy M. abstained from vote on June 17, 2019 minutes as he was not present for that meeting.

NEW BUSINESS

LCRAC Membership: Melissa noted that there are 5 vacancies on the Commission, including that of Andy M. Andy M. informed the group that this was his last meeting, as he was moving to Rocky River in the next week! Melissa G. also noted that 3 members of City Council (Steve Bullock, David Anderson and Dan O'Malley) have filled their open seats on the Commission, and the Mayor and Megan George need to submit their nominations. The three nominations and the remaining two vacancies (if filled in time) will be approved by City Council at its first meeting in September. Andy M. and Stacey L. spoke briefly about possible nominations to the Commission that Stacey had recommended.

Gary R. suggested that the Commission have a special event/get together for Jessica and Andrew. The group agreed that this would be a good idea.

LCRAC Marketing/Increased Visibility: Walter opened the discussion on posting bios of Commission members on the City's website. The group also discussed having photos of members along with the bios. Melissa G. has the bios that were compiled to give Erica Merritt, which she will send to everyone to review. The group will discuss at the next LCRAC meeting. She also noted that other Commissions or Boards of the City had not done this, but that it was fine if we wanted to do so. Walter W. asked if a Conflict of Interest form needs to be signed by members to provide bio/photo information. Melissa G. did not think that this was necessary as membership on the Commission is voluntary. The group also agreed that including a photo would be optional.

Walter W. also suggested that the Commission publish an article either to be included in the City's newsletter or in the Lakewood Observer/Lakewood Patch about Commission activities on a monthly basis. The group thought it may not need to be monthly, but perhaps at least once a quarter, or whenever upcoming events would necessitate informing the Lakewood community. Walter offered to write the first such article for the newsletter/Observer/Patch. A draft of the article will be reviewed at LCRAC's next meeting in September. Melissa reminded the group of submission deadlines for such articles. Chitra W. noted that an article in September could publicize the upcoming Welcome to Lakewood event in October as well as remind people about the Commission.

Lakewood Community Relations Advisory Commission Minutes
August 15, 2019; 6:30 p.m., Lakewood City Hall, 12600 Detroit Ave, Lakewood, OH

Discussion also ensued regarding LCRAC's presence on FaceBook. LCRAC does have a FaceBook page for which Jessica, Melissa and Gabrielle were administrators. Stacey L. offered to be the administrator of LCRAC's FaceBook page, and Melissa G. said she would give Stacey L. that status.

Gary R. suggested that Commission members could also have a "business card" with something about the Commission on it, that could be given out to community members who wanted to discuss pertinent issues. This led to a brief discussion of the Commission's role as an advisory panel, and not a substitute for City Council members. Stacey L. suggested having a Suggestion Box, or perhaps the Commission have an email which could receive citizens' suggestions and concerns. Melissa cautioned that the Commission's role is advisory; we must be careful not to encroach on the role of City Council. Melissa also noted that there are citizens' and non-profit organizations that meet in Lakewood monthly, namely the Family Collaborative and the PR Round Table. Discussion included LCRAC members attending these meetings to get a feel for what other non-profits or business organizations were doing in the City. Chitra W. reminded the group that at one point the Lakewood Family Collaborative co-sponsored Welcome to Lakewood with LCRAC. Gary R. suggested involvement with the Turkish American group in the City; Melissa noted that that group was going through a period of transition.

Welcome to Lakewood Event: Chitra W. apologized that she did not bring the Prep Sheet for the event which included securing the site, which Rachel did in consultation with Robin Beavers at Garfield Middle School Cafeteria. The date, October 23, is available and on the school's calendar. Chitra W. will confirm location, date and time with Robin Beavers, as well as who to work with in regards to logistics. We also need to reach out to H2O. Gary R. suggested that this be something the new Youth Advisory Council also assist with? However, this may be too close to their being established in October at the start of school. Melissa will bring her list of usually invited organizations and Chitra W. will bring the list of "to-do"s and assignments. Chitra W. usually contacts the restaurants for food donations for the event. Walter has a cooler that can dispense water for attendees. The use of paper cups and a larger dispenser was suggested rather than plastic water bottles.

Youth Advisory Council: Gary R. and Melissa updated the group on the activities of the Youth Advisory Council. The Youth Council Planning Task Force has completed its role in establishing the Youth Advisory Council. The officers of the new Youth Advisory Council have been elected from the members of the Planning Task Force. Olivia Patterson is President, with Tully Worrone as Vice Chair, Siwita Ali Shaw is Secretary, with Yusra Abdi as Vice Secretary. Elizabeth Halko of the Task Force is coordinating the distribution of flyers asking for applications to the Youth Advisory Council in the Fall which will be placed in prominent locations like the Library.

LakewoodAlive Community Forum – November 14, 2019: Chitra W. noted that the subject for the next forum is transportation in Lakewood. The next meeting of the Forum Committee is Tuesday, August 20. Gary R. expressed an interest in attending the Forum Committee.

Miscellaneous Discussion Items: 1) Follow up on inviting Erica Merritt to start a community discussion. Walter and Rachel will discuss this with the Mayor, and determine if monies are available for this program to be initiated in Lakewood. Melissa will coordinate the discussion with the Mayor. 2)

Lakewood Community Relations Advisory Commission Minutes
August 15, 2019; 6:30 p.m., Lakewood City Hall, 12600 Detroit Ave, Lakewood, OH

Comments on *Destination Lakewood* publication by the City – the cover page photos did not reflect the diversity in the Lakewood Community. Melissa said that this had already been noted at the City, and future publications will correct this mistake. 3) Membership roles/commitment will be discussed at our October meeting.

Upcoming Meetings: Walter W. suggested that the second Thursday of the month continue to be the default meeting day unless there was significant conflict. Next meetings: September 12, 2019; October 10, 2019.

Announcements: 1) Chitra W. informed the group that the Healthy Lakewood Foundation of which she is a Board Member, is having its annual Public Meeting on September 24 from 6-8 pm at the Lakewood Womans Club Pavilion in Lakewood Park. Further notification will be sent to people, including on FaceBook and by email invitation. 2) Walter W. thanked Andy M. for his service to the Commission and wished him well as he moves onward.

Adjournment: With no further business, the meeting was adjourned at 7:50 p.m.