



COCONINO COUNTY AFRICAN DIASPORA ADVISORY COUNCIL (ADAC)
MEETING MINUTES
5:30 – 7:30 p.m.
Wednesday, February 08, 2023

Present:

Chair House, Vice-Chair White, ADAC Members Ms. Deborah Harris, Dr. Tracye Moore, Billy Francis and Kengatta Callen

Excused:

N/A

Absent:

N/A

Also Present:

ADAC pending member, Diamond Bracey and ADAC Interim Coordinator, Brian Harris

1) Call To Order & Introduction Statements:

A. Call to Order, Chair House

Chair House called the meeting to order at 5:32 p.m.

B. Introduction Statements, Chair House & Member Harris

Chair House and member Harris stated that they are attending this meeting as ADAC members and private citizens/members of the community; and not representing the Flagstaff City Council.

2) Opening Public Participation:

A. Call to the Public, Chair House

Member Harris said that she will be sending a list of names from a Woman's Group – they may be interested in receiving applications to join ADAC.

Member Moore asked if there is a maximum number of members who can join ADAC. Chair House answered that she did not think that there is an ADAC membership limit.

3) Approval Consideration & Discussion of ADAC DRAFT Minutes:

A. Wednesday, January 11, 2023 Meeting, Chair House

Motion: Move to approve the minutes. **Action:** Approved. **Moved by:** Member Harris.

Seconded by: Vice-Chair White. The motion was approved unanimously.

4) New Business:

A. New Member Welcome, Chair House

Chair House welcomed ADAC pending new member Diamond Bracey. Interim Coordinator Harris informed the council that Diamond Bracey will be sworn-in and taking the official oath of office in-person at the County Admin. Building at 12:30 p.m. on Thursday, February 16, 2023.

Pending member Bracey said thank you for the welcome and that she is excited to be of service by joining ADAC.

B. ADAC Coordinator Update, Chair House

Chair House announced that Areina Contreras was named the new ADAC Coordinator and welcomed her in her new role. Chair House also said farewell to Interim Coordinator Harris, thanked him for his work and service; and wished him all the best. Vice-Chair White said we appreciate you Brian – thank you for everything. Member Harris said thank you Brian, you have been amazing. Member Francis said thank you Brian; you are alright.

Member Callen said thank you for everything and that he appreciates Brian for bringing him onboard ADAC as well. Pending member Diamond wrote, we appreciate you Brian, you will be missed. Member Moore said thank you Brian. Interim Coordinator Harris said farewell, thanked ADAC and expressed his gratitude to the group.

C. Black History Month Art & Essay Contest Public Benefit Request, Interim Coordinator Harris
Interim Coordinator Harris announced that Black History Month Art & Essay Contest gift card awards in the amount of \$1,150 was approved by the Coconino County Financial Services Department and that he would be willing to purchase the gift cards and deliver them to Areina, or directly to member Harris. Vice-Chair White asked what kind of gift cards they are? Interim Coordinator explained that they are Visa gift cards and that the County Public Benefit Form should include the fees associated with purchasing the gift cards. Chair House thanked Interim Coordinator Harris for submitting and receiving approval of the Public Benefit Form.

D. Black History Month Proclamation Discussion, Chair House
Chair House expressed that next year she would like to get the word out early to hopefully see more participation from ADAC membership during the reading of the Black History Month Proclamation at the Coconino County Board of Supervisors Meeting.

E. Juneteenth 2023, Chair House
Chair House asked member Harris to lead the discussion about Juneteenth 2023. Member Harris explained that for the past 10+ years that the Southside Community Association and the Murdoch Center has partnered with ADAC during the Juneteenth celebration. Member Harris expressed interest in creating an event planning committee made up of community members at large in addition to ADAC members to help support the success of the event. Vice-Chair White expressed that she thought it was a really good idea, and asked what the meeting schedule might look like, and could the committee have the ability to fundraise as well? Member Harris explained that meetings could begin three months prior to Juneteenth and the meetings could be held at the Murdoch Community Center. Member Harris suggested the planning committee could be 5 – 7 people with at least one member from ADAC and one member from the Southside Community Association; and the meetings would be open to the public with an ADAC meeting quorum notice posted to avoid an Arizona Open Meeting Law Violation. Member Harris said that there is a fundraising letter ready to go out now and that a student worker could help assist with mailings. Member Harris explained that Juneteenth could cost approximately \$30k this year including entertainment fees and travel expenses. Member Harris also said that she will start working on sending an APS Grant request for funds. Member Harris said that the Murdoch Community Center will not be available to host the Juneteenth Celebration, but most likely NAU will be able to host the event. Vice-Chair White offered the NACET Campus as a back-up plan “B” if NAU does not work out. Member Harris expressed that moving forward, keeping Juneteenth family-friendly and alcohol-free is very important. Chair House said that ADAC has made a financial contribution to Juneteenth in the past and that during the financial report can discuss supporting the event financially once again.

F. Black History Month Lunch & Learn at Coconino County Discussion, Interim Coordinator Harris
Interim Coordinator Harris announced that that the Coconino County Diversity Committee requested that ADAD host a Lunch & Learn for County employees 12 – 1 p.m., on Thursday, February 23, 2023 online via Zoom. Chair House said that she is planning to present. Vice-Chair White said that she will be out of town that day and may not be available to attend. Member Moore said that she can be available to assist with the presentation.

5) Old Business:

A. Black History Month Art & Essay Contest Updates, Chair House & Member Harris
Chair House said that we have done all that we can, the deadline is Friday, February 10, 2023. Chair House reported that art instructor Kaylie Qwick would not be able participate with her class this year. Also, a parent asked if poetry could be considered art – Chair House expressed that perhaps moving forward that poetry could be considered its own category. Member Harris reported that a third grade class from Kinsey School submitted a number of art entries. Chair House asked for a reminder who will be serving as judges. Vice-Chair White, Members Francis and Callen volunteered to judge the essays.

Vice-Chair White said that she would reach out to Jill Christensen to see if she would be willing to judge. Members Francis and Callen said that they would be willing to reach out to NAU students to ask if they would be willing to judge as well. Chair House said it would be nice if the Arizona Daily Sun would be able to write a Black History Month Art & Essay Contest Closing Reception announcement.

B. ADAC Social Media Update, Chair House

Chair House expressed concern about not knowing the login information such as user names and passwords for ADAC social media accounts. Chair House stated that former intern, Destiny Evans has ADAC social Media access. Chair House stated that she would like to gain control back of the ADAC social media accounts. Member Harris suggested to ask Destiny to hold off posting onto social media until ADAC has a chance to reassess the situation of how best to move forward with future social media postings. Vice-Chair White suggested that perhaps ADAC Coordinator Contreras could act as an administrator for ADAC social media accounts instead of Jermaine and Destiny. Chair House said the social media channels are Facebook and Instagram. Member Moore suggested that the ADAC social media accounts were created between 2021 – 2022. Interim Coordinator Harris suggested that moving forward, perhaps creating three (3) separate email addresses for each Diversity Council may be helpful to organize the different social media accounts. For example, the email addresses could be: ADAC@coconino.az.gov, IPAC@coconino.az.gov and CHAC@coconino.az.gov and each Diversity Council could use the same or similar passwords for easy access to all social media channels. Member Moore reminded the group that in the past, Coconino County staff member, Eric created folders on the County Shared Drive for ADAC membership access.

6) Financial Report & Expense Approvals:

A. Balance Remaining & Budget Report, Interim Coordinator Harris

Interim Coordinator Harris reported that he shared the one-page budget snapshot with ADAC members as requested in last month's meeting.

Harris reported that there is a balance remaining in the ADAC budget in the amount of \$6,276.90. Member Harris suggested reminding the County that the balance reflects a roll-over from the year that ADAC did not spend funds because of COVID-19 restrictions. Chair House said that ADAC receives a base budget regardless of where the spending levels are at. Member Francis asked if it is a best practice to zero balance the budget every year; or is it better to carry-over the budget year after year; and what is the amount ADAC is provided as the base annual budget? Chair House said that the FY23 ADAC base budget was \$2,100. Member Callen said that he would be willing to find out about the budget procedure and if budget carry-overs are part of the process.

B. Discussion & Possible Action on Expense Approvals, Chair House

a. Juneteenth Financial Considerations & Budget

Chair House reminded ADAC membership that a Public Benefit Form will need to be submitted and approved before any financial contributions from ADAC could be spent to help support the Juneteenth Celebration. Interim Coordinator Harris volunteered to help with the submission of the Public Benefit Form at the appropriate time. Member Moore asked how much financial support was donated last year? Interim Coordinator Harris confirmed the amount donated last year was \$3,000 to help pay for the stage and sound system. Vice-Chair White suggested to wait on submitting the Public Benefit Form until ADAC has a better idea of what the expenses for Juneteenth 2023 may be – especially if the event is held at NAU; overall expenses may be less compared to the event in past years. Member Harris stated that the Southside Community Association would pay for the expenses associated with the Black History Month Art & Essay Closing Reception. Member Francis asked why purchasing food is not considered a public benefit. Chair House and Member Moore said that Interim Coordinator should purchase the certificates and folders for ALL the Art & Essay Contest entries. Chair House said that she would

send a spreadsheet to Coordinator Contreras with all the names to be printed onto the certificates.

7) Announcements:

A. ATHENA Awards – Congratulations Vice-Chair White on your Nomination, Chair House

a. 11:30 a.m. – 1:30 p.m., Friday, February 10, 2023

High Country Conference Center

Chair House congratulated Vice-Chair White on her ATHENA Award nomination.

B. Black History Month Art & Essay Contest Date Reminders, Chair House

a. Save-the-Dates:

1. Friday, February 10, 2023

Submission Deadline

2. 2 – 4 p.m., Sunday, February 26, 2023

Closing Reception & Awards Ceremony

Hosted at the Murdoch Community Center

C. Other Announcements, Chair House

Member Harris announced that the Southside Community Association will be hosting Coconino Community College students for their Black History Month event and unable to attend the ATHENA Awards. Also, Member Harris announced a Community Forum 9:30 a.m. – 3:30 p.m. Saturday at the Franke College of Business at NAU.

8) Closing Public Participation:

A. Call to the Public, Chair House

Chair House announced that there were no closing public participation comments.

9) Next Meeting Dates:

Meeting Date Announcements, Chair House

A. Wednesday, March 8, 2023 - ADAC Meeting

B. Wednesday, April 12, 2023 – ADAC Meeting

C. Wednesday, May 10, 2023 – ADAC Meeting

Motion: Move to adjourn. **Action:** Approved. **Moved by:** Members Harris & Francis. **Seconded by:** Member Moore. The motion was approved unanimously. The meeting was adjourned at 7:15 p.m.

These meeting minutes were submitted respectfully by ADAC Interim Coordinator, Brian Harris.