



Human Relations Commission Memorandum

City of Arts & Innovation

TO: HUMAN RELATIONS COMMISSION

DATE: MAY 23, 2024

FROM: CITY MANAGER'S OFFICE

WARDS: ALL

SUBJECT: MEETING SCHEDULE

ISSUE:

Consider recommendations for regularly scheduled Human Relations Commission meetings with schedule conflicts and review meeting dates for the upcoming seven months of 2024 and the first six months of 2025.

RECOMMENDATION:

That the Human Relations Commission:

1. Approve the cancelation of the regularly scheduled November 28, 2024, Human Relations Commission meeting in observance of a national holiday; and
2. Consider options for the regularly scheduled Human Relations Commission meeting on December 26, 2024, and review the first six months of meetings in 2025 to address anticipated scheduling conflicts.

DISCUSSION:

Pursuant to the bylaws of the Human Relations Commission (HRC), regular meetings of the HRC are held on the fourth Thursday of the month. Regular Commission meeting dates for the for the remainder of 2024 and the first six months of 2025 are as follows with noted conflicts:

Meeting Date	Potential Conflict	Note
Thursday, May 23, 2024	No	
Thursday, June 27, 2024	No	
Thursday, July 25, 2024	No	
Thursday, August 22, 2024	No	
Thursday, September 26, 2024	No	
Thursday, October 24, 2024	No	
Thursday, November 28, 2024	Yes	Observed Holiday
Thursday, December 26, 2024	Yes	Holiday Break – Special meeting option on 12/16
Thursday, January 23, 2025	No	Mayor's State of the City falls on 1/30/2025
Thursday, February 27, 2025	No	
Thursday, March 27, 2025	No	
Thursday, April 24, 2025	No	

Thursday, May 22, 2025	No	
Thursday, June 26, 2025	No	

Options for consideration for those meetings with conflicts include:

1. Cancellation of scheduled meetings.
2. Attempt to find alternate dates/locations, if available, but cancel if accommodations cannot be made.
3. Keep meetings as scheduled unless they fall on an observed holiday, in which case staff will cancel the meeting.

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