

VILLAGE OF MCFARLAND

Diversity, Equity, and Inclusion Committee Minutes

Monday, December 15, 2025 - 6:00 PM

1. CALL TO ORDER, ROLL CALL.

Kathy Annen called the regular meeting of the Diversity, Equity, and Inclusion Committee to order at 6:00 PM in Community Room.

Members present: Kathy Annen, Cyndi Jaye Camellia, Monica Bruce, Mona Nelson, Kelly Thompson, and Meghan Kelling-Shanks

Members not present: Miguel Peña.

Staff Present: Village Administrator Matt Schuenke, Communications Manager Melanie Camellia, and DEI Strategist Krystal Johnson.

2. PUBLIC APPEARANCES.

a. This is an opportunity for members of the public to address the Diversity, Equity, and Inclusion Committee for items that are not on the agenda. Please remember this is a hybrid meeting conducted in person and through the Zoom online meeting platform. Meeting attendees wishing to address the Committee about items not on the agenda may do so at this time. Zoom attendees should type their name and address in the Question and Answer feature within the Zoom online meeting platform at this time. Members of the public who are present in person and wish to address the Committee should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Committee for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to communications@mcfarland.wi.us to be included as part of the meeting.

Members of the public may also speak during their selected agenda item as they designate on the public comment form or in the Question and Answer feature on Zoom.

None.

3. APPROVAL OF MINUTES.

a. Motion to approve the minutes of the October 22, 2025 meeting.

A motion was made by Annen, second by Kelling-Shanks, and unanimously carried by the DEI Committee to approve the minutes of the October 22, 2025 meeting. Motion carries 4 - 0 - 0 by acclamation.

b. Motion to approve the minutes of the November 17th, 2025 meeting.

A motion was made by Annen, second by Kelling-Shanks, and unanimously carried by the DEI Committee to approve the minutes of the November 17, 2025 meeting. Motion carries 4 - 0 - 0 by acclamation.

4. BUSINESS.

a. Discussion and Action on Planning Education and Awareness Campaigns for January 2026–June 2026.

Staff presented the final draft of the education and awareness campaigns for January

2026 - June 2026, and upon adoption will work with all involved to carry them out within the schedule set. Following discussion, a motion was made by Annen, seconded by Kelling-Shanks, and unanimously carried by the DEI Committee to approve the Education and Awareness Campaigns for January 2026-June 2026. Motion carries 4 - 0 - 0 by acclamation.

b. Presentation and Discussion on Equity in Events — World Day for Cultural Diversity Dialogue and Development

Staff presented the first part of the Equity in Events planning guide, providing the committee an opportunity to discuss the guide and make recommendations. The Committee discussed planning for the event in relation to the format developed. No action was taken on this item.

c. Discussion of the DEI Committee's participation with the Village of McFarland High School, including recent high-school events and participation

The Committee was presented with information about a Student coalition made up of representatives from various student-led equity groups. Staff shared an upcoming event at the High School where they are hosting a Youth Unity Summit. Committee Member Thompson provided an overview of the event and invite members to attend. The Committee also discussed engagement with students. The Administrator and DEI Strategist will make initial contact with Students in early 2026, and then plan for a Committee interaction later in the Spring. No action was taken on this item.

d. DEI Committee Updates: Committee members will have the opportunity to share community updates and updates from other village committees, commissions, and boards to assist in implementing ordinance 2-461 (a)(b)(c)

The Committee and Staff discussed various community volunteer opportunities that they have participated in.

5. SCHEDULE NEXT MEETING DATE.

a. Next meeting is scheduled for January 22nd, 2026 at 6:00 pm

6. ADJOURNMENT.

Motion by Annen, second by Thompson, to adjourn at 6:35 pm. Motion carried 6 - 0 - 0 by acclamation.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin board in accordance with Open Meetings Law.

Respectfully submitted,
Matthew G. Schuenke
Village Administrator