

**MINUTES OF DIVERSITY, EQUITY, AND INCLUSION BOARD MEETING
October 25, 2023**

The Bastrop Diversity, Equity, and Inclusion Board met in a Regular Meeting on Wednesday October 25, 2023, at 5:30 p.m. at Bastrop City Hall, located at 1311 Chestnut Street, Bastrop, Texas. Members present were: Sheila Lowe, George Martinez, Carly Bartee, Nancy Wood, City Manager Sylvia Carrillo, and Ann Franklin.

1. CALL TO ORDER

At 5:31p.m. Chair Sheila Lowe called the meeting to order with a quorum being present.

2. CITIZEN COMMENTS: None

3. ANNOUNCEMENTS:

3a. Reminder about upcoming Boards & Commissions Banquet on October 26th at 6pm, Bastrop Convention Center.

3b. Upcoming Bridge 100th Birthday Celebration

3c. Reminder about Code Rodeo on November 14th, 15th & December 16th.

4. PRESENTATIONS:

4a. Overview of Boards & Commissions Orientation by City Secretary Ann Franklin. Reminders of pertinent details for DEI Board.

5. ITEMS FOR INDIVIDUAL CONSIDERATION:

4a. Discussed HR Report and job posting locations such as Indeed, LinkedIn, professional networks and publications. Discussed branding as well as a hiring campaign to better circulate openings. To include job descriptions, benefits and creating intriguing posts to attract job seekers.

4b. Discussed final logo edits.
Nancy motioned to vote to approve the logo. George seconded, the vote passed.

4c. Discussed City's Welcome Packet.

4d. Discussed new date change for meeting. Discussed and voted to move meetings to 4th Wednesday. George made the motion, Nancy seconded, and the vote passed to move the meetings to the 4th Wednesday at 5:30pm. Because Wednesday evenings will be hard for Anthony to attend, Sheila to speak with him and see if he can do 4th Wednesdays at noon. Vote to be taken at the next meeting for new time that will begin in January.

6. ADJOURNMENT:

Chair Sheila Lowe adjourned the meeting at 6:32 p.m. without objection.

APPROVED:

ATTEST:

Insert name and title of signer

Insert name of person attesting