



## Human Relations Commission Agenda

**Date:** March 30, 2026

**Time:** 7:00 p.m. – 8:00 p.m.

**Location:** City Hall 2<sup>nd</sup> Floor Conference Room

	Name	Role	January 12 <sup>th</sup>	May 30 <sup>th</sup>	June 15 <sup>th</sup>	Sept 21 <sup>st</sup>	Dec 14 <sup>th</sup>
1	Katie Dawson	Chair	Did not meet				
2	Cheryl Hillman						
3	Lynn Clapp	Secretary					
4	Jason Brownlee						
5	Hattie Hayes						

Item	Details
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Meeting Called to Order

Roll Call

Approve Minutes by unanimous consent

Reports or Updates

**Action Items**

1. Develop a plan to address the Three complaints that were received, and outline next steps
2. The complaint form has been updated to add the complainants email address, and the complaint type is now mandatory, to ensure the complaint is within the scope of the HRC.
3. Committee members recommending potential HRC members, email resumes to [bellevillehumanrelations@gmail.com](mailto:bellevillehumanrelations@gmail.com), the chair and co-chair will review the resumes, meet with the potential candidates, Chair will send resumes to the mayor’s office with a recommendations
4. Review the community spreadsheet located on OneDrive to identify opportunities to engage with the community
5. Speakers recommended to attend HRC- Scott Tyler Director of Health, Housing & Building
6. Members Staff Support: Director of **Human** Resources & Community Development William Clay (noted on the website, explore ways to partner and support William Clay)

Anyone requiring accommodations provided for in the Americans with Disabilities Act (ADA) to participate in this public meeting, please contact, The City Clerk is Shelly Schaefer (618) 355-8627 or [sschaefer@belleville.net](mailto:sschaefer@belleville.net) a minimum of 48 hours prior to the meeting.

Item	Details
7.	Congratulations letter was submitted to Racial Harmony for the February 22, 2026 Gathering
8.	Elect a Vice-Chair, and Secretary

Unfinished Business

New Business

Motion to Adjourn Meeting

**Information Only**

Revision of the Quorum	Changed the membership from 13 to 7 and the quorum to 4 <a href="https://illinoisattorneygeneral.gov/open-and-honest-government/pac/pac-training/">https://illinoisattorneygeneral.gov/open-and-honest-government/pac/pac-training/</a> (Link to Open Meetings Act)
Open Meetings Act	<b>Requires completion with each term extension</b>
Open Meeting Act	Members send a copy of their completion certification to the HRC Chair and Erin Clifford <a href="mailto:eclifford@belleville.net">eclifford@belleville.net</a>

	Member	Term Expiration
Membership	Jason Brownlee	Term Expires 8-19-2026
	Katie Dawson – <b>Chair</b>	Term Expires 10-21-2026
	Hattie Hayes	Term Expires 5-20-2026
	Lynn Clapp	Term Expires 11-18-2026
	Cheryl Hillman	Term Expires 6-17-2027

§ 32.064 ORGANIZATION.

A Chair, Vice-Chair and a Secretary shall be elected by a majority vote of the members of the Commission for a term of one year and may be reelected for one additional term each. The Chair shall receive no salary. A Treasurer will be elected only if necessary and may also serve for one term with reelection for one term. (1960 Code, § 9-3-10) (Ord. 5837, passed 1-20-1998)

Upcoming approved meeting dates - City Hall – second floor conference room 7:00 p.m. – 8:00 p.m.

- January 12th - 2026
- June 15th - 2026
- Sept 21<sup>st</sup> - 2026

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Item	Details
• Dec 14 - 2026	
<b>2027 Meetings</b>	Schedule 2027 meetings in August of 2026, send an email to <a href="mailto:eclifford@belleville.net">eclifford@belleville.net</a> with the requested dates

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