



TOWN OF WESTFORD
**DIVERSITY, EQUITY AND INCLUSION
COMMITTEE**

TOWN HALL
55 Main Street
Westford, MA 01886
Telephone (978) 692-5501 Fax (978) 399-2557

MEETING AGENDA

Wednesday, August 17, 2022

7:00 PM

Meeting will be held virtually via Zoom and recorded. Registration instructions for remote attendance are below.

1. 7:00 PM **Call to Order**
2. 7:00 PM **Open Forum**
3. 7:15 PM **Follow-up on Indigenous Peoples Day Activities**
 - Discuss takeaways August 2 Listening Session
 - Finalize packet for Select Board for August 23rd
 - Summary of online survey
 - Summary for presentation, but full detailed survey results for packet
 - Summary of 8/2/22 Listening Session
 - Summary for presentation, but full detailed list of comments for packet
 - Recommended language for ballot question
 - Anything else?
 - Assign speakers/presenters for Select Board meeting (August 23rd)
4. 7:50PM **Finalize Exhibit/Table Details for Strategic Planning Retreat**
 - Date/time: September 8 from 5-8pm at Kimball Farm
 - Identify volunteers and table/exhibit needs
5. 8:10 PM **Meeting Minutes**
 - Discuss any outstanding minutes
 - Approve past meeting minutes

6. 8:25 PM **Committee Meeting Schedule**
- Next meeting planned for September 28th at 7pm (last Wednesday of the month)
 - Pending topics for future agenda
 - Determine Committee priorities for upcoming year
 - Determine Committee structure (number of Chairs, number of Secretaries, etc)
 - Conduct officer elections
7. 8:30 PM **Adjournment**

To access the virtual meeting remotely:

Register in advance or at any time prior to the conclusion of this meeting by accessing the following link on your computer, smart phone or tablet:

<https://westfordma-gov.zoom.us/j/85285598984?pwd=bTNScjBRktkWlErMEJOVTJkVFIXQT09>

Registration requires only that you provide a name and e-mail address.