

**City of Reading Human Relations Commission
November 16, 2011**

Commissioners Present:

Kathryn Amaker, Chair
Barbara Coffin
Alicia Snead, Secretary
Rei Encarnacion

Absent:

Hazel Black
Barbara Coffin

Staff:

Kimberly Talbot

Guests:

None

The meeting was called to order by Chair, Kathryn Amaker in the Penn Room.

Treasurer's Report

NONE

Accepted minutes from Rei Encarnacion and seconded by Lisa A. Blount.

Executive Director's Report

Kimberly Talbot spoke about the importance of Commissioners attending meetings. Also discussed training for Commissioners to be held on December 10, 2011 @ 9:00 – 11:00 AM at Mi casa su casa, 320 Penn Street.

Kathy Amaker discussed what we can do to make others aware of RHRC office.

Kimberly Talbot suggested putting inserts in the water bills, but the cons of it is that it might not get out to people like it should.

Kimberly Talbot informed the commissioners that RHRC is already prepare for intakes for 2012. RHRC have 13 cases already and next year it will double.

Old Business

NONE

New Business

NONE

Conferences and Training

None

The meeting was adjourned. The next meeting is scheduled for January 25, 2011, 6 PM Penn Room.

Respectively submitted,

Alicia D Snead, Secretary