

**City of Reading Human Relations Commission
May 25, 2011 Minutes**

Commissioners Present:

Kathryn Amaker, Chair
Barbara Coffin
Alicia Snead, Secretary
Hazel Black

Absent:

Lisa A. Blount
Reimundo Encarnacion

Staff:

Kimberly Talbot

Guests:

None

The meeting was called to order by Chair, Kathryn Amaker in the Penn Room. Hazel Black was concerned because she felt that the minutes were being changed. Kimberly Talbot said it will be fixed. The minutes will reflect the minutes to accept.

Accepted minutes from Barbara Coffin

Treasurer's Report

NONE

Executive Director's Report

Kimberly Talbot participated in Youth Fun Day on May 10, 2011 it was a great turn out.

Kimberly Talbot attended EEOC training in Chicago from May 16th – 19th, 2011.

The Commission office will be participating in Weenie Fest on July 15, 2011 which will benefit the Berks Coalition to End Homelessness.

The office is thinking of having one or two interns this summer.

Barbara Coffin, moved to accept the Director's report. Hazel Black seconded motion.

Kimberly Talbot will be sending all commissioners an e-mail on her financial forecast for the year in order to save money and save jobs.

Kim, Larry, and Al all attended training at the Berks Community Foundation. The training focused on Landlord/tenant issues.

Commissioners agreed on EEOC Training for the group, Kimberly Talbot agreed to inform us when.

Old Business

Kimberly Talbot has not heard of anything on reimbursement on parking cost for staff yet.

New Business

The Executive Director will make contact with PHRC about training availability.

Conferences and Training

None

The meeting was adjourned. The next meeting is scheduled for June 22, 2011 at 6 PM in the Penn Room.

Respectively submitted,

Alicia D Snead, Secretary