



**CITY OF SOMERVILLE**

**Racial and Social Justice Department**

**Somerville Human Rights Commission**

**Administration Subcommittee Monthly Meeting**

**AGENDA**

**Date:** April 27, 2026

**Time:** 5:00 PM – 6:00 PM

**Location:** Virtual Meeting

Zoom link to join: <https://us02web.zoom.us/j/86549036704>

Webinar ID: 865 4903 6704

**1. Call to Order**

- Roll Call and Confirm Quorum
- Approval of Minutes for March 16, 2026 Meeting
- Confirm Notetaker
- Announcements



## **2. New Business**

### **A. Bylaws Development — Initial Discussion and Planning for Drafting Process (Division 6; Section 2-240(b))**

### **B. Revenue, Funding and Financial Structure — Initial Discussion on Funding Sources and Parameters**

Overview of prior meetings and research informing funding options, including consultations with Ed Bean (Finance Director / Auditing), David Shapiro (City Solicitor), Kate Hartke (Grants Development and External Funds Department), Elijah Brooks (RSJ), and HRC Co-Chairs.

#### **1. Donations**

- Initial discussion of parameters and allowable use.

#### **2. Fundraising**

- Legal status review.
- Discussion of allowable fundraising models.

#### **3. Grants**

- Review of grant opportunities
  - i. Discuss a document provided by the Grants Development and External Funds Department.

### **C. HRC Budget**

- Discuss the FY2027 budget and timeline. (*Previously tabled for individual review.*)
- Follow up on FY2026 remaining funds and request clarifications from RSJ liaison regarding funds already voted on.



#### **D. Document Access and Commission Records**

#### **E. Advisory Council (Initial Discussion)**

- Explore feasibility of establishing an HRC Advisory Council under Sec. 2-245, including purpose, Commission-appointed membership, advisory role, and operational relationship to the HRC.

#### **F. HRC Seat Vacancy and Recruitment Process**

- Subcommittee to discuss seat status and participation.
- Request update from RSJ regarding resuming recruitment.

#### **G. Ageism Program — Discussion on Resuming Previously Approved Programming and Next Steps**

#### **H. Initial Discussion on Developing an Indigenous Land Acknowledgement**

#### **I. WCAG 2.1 AA Accessibility Compliance — Update and Discussion**

- Request updates from RSJ and relevant City departments on accessibility compliance progress.
- Discuss compliance implications for accessibility and equity within HRC's scope.

### **3. Closing**

- Future Agenda Items.

**Next Meeting: May 18, 2026, 5:00 PM – 6:00 PM**

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