

**DR. MARTIN LUTHER KING, JR. HOLIDAY COMMISSION MEETING MINUTES
DECEMBER 29, 2021 INTERIM MEETING
APPROVED MINUTES**

Chalise Latimer	Chalise Latimer	Kurt Wall	OHRE STAFF
Daniel Nairn	Hunter Craig	Tina Horn	Marla Moore
Bert Hash, Jr.	Brett Vess	Bonnie Sorak	Yolanda Sonnier
Clarita Dawson	Yetta Roggerson	Teresa Garcia	Wanda Cao
Diane Martin	Sierra Sewchand	Brett Vess	

Topic	Discussion	Action Items
Welcome & Call to Order- Diane Martin, Chairperson	Diane called the meeting to order at 5: 06	
Pivoting to a Virtual Event Discussion	Yolanda announced that OHRE wanted to hold this meeting because the county, based upon new Covid variant has reduced in person gatherings and doing all virtual events. The Celebration and Day of Service are now Virtual.	
Celebration	Tracey was not present. Chalise missed last meeting and is not sure about what happened with Wes Moore. Are we pre-recording him or not? Yolanda suggested that we get a pre-recorded address from Wes Moore. Though a keynote might limit some of the performances, we should still get a video. Chalise asked if there was a time limit for Wes's speech. Yolanda suggested that will still give him a time limit. Yolanda mentioned that we also need a date to pre-record the Celebration. She talked about using Owen Brown interfaith Center as a place to pre-record as we held a successful Kwanzaa event on Dec. 29. Suggested Saturday January 8, the afternoon, Monday the 10 th in the evening or the Wednesday the 12 th as there is some available time slots in the center. Chalise asked about several dates of recording. Yolanda mentioned price and three-hour rental minimum but that as this is last minute, we are pivoting and must be flexible. Tina asked if we are getting a discount at Owen Brown Interfaith Center. As she gets a 25 percent discount. Yolanda said that we could not use it as we are Howard County. Tracey joined the meeting at 5:13 PM. Diane asked Tracey if Wes Moore could give us a taped address. Tracey said he could.	

Diane then mentioned that we were thinking of hosting the event at the Owen Brown Interface Center;

Tracey asked if Owen Brown was the only option?

Diane asked if we could use Saint John's Baptist Church as they have stage and a seating.

Tracey asked if we are doing our taping there. As free is better than paying. She asked if the Conservancy was available.

Marla mentioned the benefit of using Owen Brown as it is well lit, dresses up well and the audio-visual team could control the look and sound better.

Chalise and Hunter endorsed the Owen Brown Interfaith Center.

Diane will check on Saint Johns. Yolanda was concerned because if we tape on Saturday of their Covid Testing's effect our schedule. And that would make it hard to shoot.

Tracey asked about still using HCC, Yolanda mentioned they were closed this week but if the team still wanted to use the Smith Theatre, they could check it out. She asked if Hunter could check out if they had availability for earlier than the 16th.

Hunter mentioned that he would check on it. Tracey mentioned that she wanted to check about using HCC free for next year.

Marla mentioned that it would be easier and cheaper to shoot, light and considering that a lot of our videos will be webex and edited into the final video so we wouldn't be utilizing the full theatre. We are scheduling people to come in and tape individual acts.

Tracey said that

Marla said that

Hunter said that

Bonnie asked about price of Owen Brown.

Yolanda said it was around 500.

Bert made a motion to the chair that we select Owen Brown and move on.

People seconded it and the motion passed.

Yolanda looked at the online schedule. Suggested the 8th.

Other commissioners gave their availability for that day.

Tina offered that her husband could do sound in Owen Brown. Marla mentioned the Columbia Entertainment Resource was doing the shooting, lighting, sound and editing for a fixed price.

Tracey was not available on the 8th.

Hunter suggested that the 10th would be better because the Food Drive winner will be announced.

Diane asked if people were available on Monday the 10th at 4:00 PM. Some people could be on the early crew. Some could be on the later crew.

Marla mentioned that the 10th would be the last date due to technical needs and considerations.

Diane said it sounds like the 10th has more people available, if we start at 4:00 pm with the crew set up. If we start up at 5:00 PM and be efficient, then we could be done by 7:00 PM.

Hunter asked if the crew could get there earlier.

Yolanda mentioned that we could adjust it as what the commissioners decide. If the crew comes in at store, start videoing at 5:00 PM. Burt mentioned that if the group has an hour and a half to get things done and the crew could break down.

Bonnie asked if it was a school night as students might need to get there earlier.

Tracey pulled up program so we could look at it. She mentioned that the person whose performing at the section would have to perform somewhere else. She is reaching out to see if Howard High can still do it but she doubts it. Tracey is going to reach out to them.

Yolanda said if Howard High could not come then maybe they could do their piece outside.

Hunter asked how awards would be announced for the contest now that we were virtual. Last year we announced the winners but they weren't available to accept them. Are we having them come in person this year.

Yolanda suggested that they come in person. Yolanda asked what people thing.

Hunter mentioned that Covid is spiking in the schools right now and it wouldn't be better this year.

	<p>Tracey mentioned that the winners would be in and out and not around too many people.</p> <p>Burt mentioned that the program was 2 or 3 hours.</p> <p>Diane mentioned that the program was too long for a virtual program. Tracey said that the program would be amended. Some of the program could be cut,</p> <p>Hunter mentioned that the Food Drive award was on the program twice. But he wanted Sierra to announce the food drive award.</p> <p>Yolanda sked if we could do away with the Day of Service Invitation.</p> <p>Yolanda asked Tracey to send the Draft Program to her. So did Diane.</p> <p>Diane asked Tracey what could be cut. If there's anything Tracey absolutely had to have.</p> <p>Marla asked if the skit could be cut?</p> <p>Yolanda mentioned that we could flash the pictures of the winners receiving their award. She mentioned that 800 people watched the virtual MLK last year.</p> <p>Chalise asked if there could be a social media post about the winners? Marla said we could do that.</p> <p>Tracey said that she would contact the MLK participants.</p> <p>Diane asked are we ready to move to the Day of Service?</p> <p>Marla will notify the commissioners where we will be for the 10ths video shoot.</p>	
<p>Day of Service</p>	<p>Bert mentioned that there were two segments. There's a combination of on sight and virtual. Popup pantry on the 10th. They are prepared and have enough volunteers. - They have 9 stores they are certain of. They have three and four sets, Kim and Bert are concerned and hope that people will participate, at the stores on the day off.</p> <p>They believe that by 12:00 they will have a lot of food to distribute, the county exec will come, they will thank the volunteers.</p> <p>They were going to work with the Jack and Jill organization to wrap silverware packs for the center. They are working on that. People can do it at home, drop off materials at the day care center and get a picture with the county exec. Yolanda confirmed that it is still on.</p>	

Yolanda said that we need Kim to confirm. Kim is out of town until the beginning of the New Year.

Bert said there were six virtual programs scheduled from 10:00 Am to 6:00 PM. Bonnie is hosting one. We do need commissioners to participate. They are expecting 500 people. He thinks they can be successful as individual organizations are still reaching out and they need to send their logos to them. We need commissioners to participate virtually. Hopeworks is doing something for children and adults.

We need to get the organizations MLK Commission's logos.

Diane was impressed with 500 viewers.

Hunter agreed.

Kurt asked about a plan B of people participating virtually by sending money online. Bert mentioned that the campaign was already up, and we are trying to get people to donate to the online site. The AKAs are supporting that event.

Diane asked about a Black and Gold dress code to coordinate in the pictures.

Hunter mentioned that the Food Drive subcommittee met at 3:00 PM today. They have 8 High Schools involved, a record amount that he hopes will lead to a record amount of food donations. They are splitting up the labor to pick up the food donations. The Food Drive will be extended to the 10th. Hunter assured Marla that she will have the winner's name in time to create the banner for the winner.

Sierra's update is that she is sending schools SGA emails on Monday to coordinate where and when they will pick up the cans.

Bonnie asked what happens if schools don't open up.

Hunter said the hopes we will make it through the first few weeks of school but if not, they will coordinate with custodian staff, secretaries or whoever will open the door so they can get in the buildings. The food will be available to pick up.

Diane asked Kurt if there were any other questions from the CEX. Kurt mentioned that Stephanie needed the information and will receive something by 10:00 AM tomorrow morning.

Yolanda informed the group that she had corresponded with Stephanie and said that she would circle back to her tomorrow.

Bonnie wanted to know if a media advisory went out regarding our virtual pivot. Yolanda said that Marla and Wanda will work on virtual pivot media advisory. Bonnie and

	<p>Marla discussed the food drive press release being updated and sent to PIO. Marla will circle back to Bonnie after she recovers Bonnie's draft press release.</p>	
<p>Notifications to the Contest Winners and Award Recipients</p>	<p>Yolanda asked about who's contacting the winners as she sent out a form and was waiting to receive it. Chalise said she would get the form from Clarita and send it to Yolanda.</p> <p>Yolanda asked that we have confirmations of the confirmations, the spellings of their names and have they been notified. She also mentioned that we might not have the awards by then.</p> <p>Yetta mentioned that she sent it. Yolanda stated that she was calling Yetta last week to mention that she saw two people worthy of the individual award and wanted to see if it was possible to give out two awards.</p> <p>Yolanda, Yetta and Teresa agreed to discuss the winners off line.</p> <p>She then asked if Brett send the winners. Brett said he had.</p> <p>Diane asked if the winners have been notified.</p> <p>Brett was waiting for a script but will contact them tomorrow. Yolanda said that we would send him some bulleted points.</p> <p>Chalise asked how long the awards take to come.</p> <p>Yolanda mentioned that it takes a few weeks.</p> <p>Hunter asked if the banner would be ready by, made and delivered by the time the video is finalized. Because he's on a tight deadline. He will know the winner by four o clock on January 10th.</p> <p>Bert said he thought the event was going to be later and could include the County Exec.</p> <p>Hunter said that he had three days top to contact winner, make poster and deliver, and insert picture into video.</p> <p>Bert thought that was later. Diane doesn't think we would be able to get on the calendar.</p> <p>Marla said that she could insert a graphic for the winner in the video as long as Hunter could get a few students from the winning team.</p> <p>Bonnie suggested to get the winners at the school with their food donation. Hunter was concerned that it would not be a professional picture. Also, he didn't have a permission slip and was trying to figure if it was allowed. He was concerned about ethics. Would parents be okay with kid's picture's taken.</p>	

	<p>Yolanda asked if as a school event, the kids would be allowed to be in pictures. Hunter said that we are communicating with students, not principles, parents or administration. He could not promise that the schools in the district would have participation from the principals. He asked for flexibility.</p> <p>Diane said that she would reach out to principals if Hunter gave her the principal's contact info off line. Kurt asked to be CC'd on the correspondence.</p> <p>Hunter asked the commission what actions he should take to close out the food drive successfully and get the photo opps.</p> <p>Bert said that if history holds true, the winning school will be apparent sooner than the 10th. We will know who the winner is and be able to plan. Hunter agreed.</p> <p>Hunter asked if anyone had suggestions, please send them.</p> <p>Diane reiterated that our MLK taping is at Owen Brown Interfaith Center on December 10th from 4:00 to 7:00 PM and folks are wearing Black and Gold.</p>	
Adjournment	<ul style="list-style-type: none"> • Meeting adjourned for December 29, 2021 at 6:33 p.m. 	<ul style="list-style-type: none"> • Next meeting: January 5, 2022 at 6:00 PM.