

**AGENDA**  
**CULTURAL RELATIONS ADVISORY BOARD**  
Wednesday, August 21, 2024 – 10:00 am  
City Hall Commission Chambers – 806 N Second Ave.

**CALL TO ORDER**

**Introductions:**

**Consent Calendar:**

1. Approve Minutes from May 15, 2024
2. Approve Minutes from June 19, 2024

**NEW BUSINESS:**

1. Guatemalan Consulate

**OLD BUSINESS:**

1. Five Flags Update
2. Welcoming Week Committee Update
  - a. International Festival 2024
3. Naturalization Scholarship Update
4. Naturalization Ceremony Update

**BOARD PROGRAMS/DATES** (keep in mind):

- September 15- October 15, 2024, National Hispanic Heritage Month
- September 3, 2024 Welcoming Week Proclamation
- September 8, 2024, 2pm-6pm Dodge City International Festival, Wright Park
- September 13-22, 2024, Welcoming Week
- October 19-20, 2024, Guatemalan Consulate
- December 10, 2024, Human Rights Day

**COMMENTS FROM BOARD MEMBERS/STAFF**

**ADJOURNMENT**

# MINUTES

## CULTURAL RELATIONS ADVISORY BOARD

Wednesday, May 15, 2024 – 10:00 am  
City Hall Commission Chambers – 806 N Second Ave

### CALL TO ORDER

**Attendees:** Holly Mercer, Cecilia Holguin, Debbie Snapp, Yarisel Sanchez, Jeff Heirs, Brenda Carmona, Karla Lees, Joel Tuche

**Absent:** Esmeralda Soto, Susan Finley, Coral Lopez

**Staff:** Melissa McCoy, Darlin Rayo

### CONSENT CALENDAR

1. Approve Minutes from April 17, 2024, Meeting: Jeff Heirs motioned to approve the minutes, and Debbie Snapp seconded the motion. Motion Carried 11-0.

### NEW BUSINESS

1. National Partnership for New Americans, Report by Magaly Arteaga, Program & Training Manager: Magaly gave the board an over view of what NPNA does and their mission. The National Partnership for New Americans is a coalition of state, federal, and local organizations dedicated to integrating immigrants into American society. NPNA advocates for immigrant rights, promotes civic engagement, and facilitating pathways to citizenship.

### OLD BUSINESS:

1. Five Flags Video Update: Staff showed the draft for the Five Flags Video. Karla offered to add the Dodge City Days itinerary.
2. Welcoming Week Committee Update
  - a. International Festival 2024: Progress is being made in all areas of the planning, crossroads kitchen committee reported they have two past participants confirmed and Lisa Klassen said she also had contacts of people who would like to participate.
3. Engage Dodge Spring Session and Reception Invitation: Darlin Rayo updated the committee on the progress of the Engage Dodge classes coming to an end and extended an invitation to the reception.
4. Naturalization Scholarship
  - a. Awardee Letter and Rejection Letter: Darlin Rayo presented the letters that were used last year, and the committee suggested a few changes. After these changes are made Darlin will send them out to the committee for their review and approval.
5. Immigration Attorney Informative Session Update: No Updates currently.

Minutes Submitted by Darlin Rayo  
Approved 00/00/0000

**BOARD PROGRAMS/DATES** (keep in mind):

- June 1, 2024 Main Street Festival
- June 17-23, 2024 Refugee Week
- June 27, 2024 USCIS Naturalization Ceremony in Dodge City
- June 29, 2024 Latino Summit
- July 25 – August 4, 2024 Dodge City Days
- National Hispanic Heritage Month September 15- October 15, 2024
- September 3, 2023 Welcoming Week Proclamation
- September 8, 2024, Dodge City International Festival, Wright Park
- September 13-22, 2024, Welcoming Week
- Human Rights Day – Tuesday, December 10, 2024

**COMMENTS FROM BOARD MEMBERS/STAFF**

**ADJOURNMENT**

Debbie Snapp made a motion to adjourn, Yarisel Sanchez seconded. Motion carried 11-0.

**MINUTES**  
**INTERNATIONAL FESTIVAL PLANNING &**  
**CULTURAL RELATIONS ADVISORY BOARD**

Wednesday, June 19, 2024 – 9:00 am  
City Hall Commission Chambers – 806 N Second Ave

**CALL TO ORDER:** Brenda Carmona called the meeting to order at 9:10am

**Attendees:** Holly Mercer, Cecilia Holguin, Debbie Snapp, Brenda Carmona, Karla Lees, Coral Lopez, Isabel Garcia, and Brie Burkhart

**Absent:** Esmeralda Soto, Susan Finley, Yarisel Sanchez, Jeff Heirs, Kristin Hines, and Jose Ramos

**Staff:** Melissa McCoy, Darlin Rayo, and Roxana Arjon

**CONSENT CALENDAR**

1. Approve Minutes from May 15, 2024, Meeting: Due to not meeting quorum at this meeting, minutes will be deferred to the next meeting. No changes or questions at this time.

**NEW BUSINESS**

**OLD BUSINESS:**

1. Five Flags Video Update: Holly Mercer reported that adjustments were made based on feedback, including the addition of credits. A shorter version will also be available for Boot Hill Museum. The screening is scheduled for August 1st at 2:00 PM at Boot Hill Museum in the Mariah Gallery. Humanities Kansas has been invited and will try to attend.
2. Welcoming Week Committee Update
  - a. International Festival 2024: It was suggested to run the short video of Five Flags somewhere at the International Festival. Coral Lopez reported that 9 vendors have registered so far. The only expense in the budget is the New Americans Dinner. Currently, there is \$17,000, but \$10,000 is allocated for the video, leaving a budget of \$7,000 for the International Festival. Coral Lopez will start sending invoices to businesses that have agreed to sponsor. Brenda Carmona reported that 7 participants have confirmed for Crossroads Kitchen. Lisa Klassen, Debbie Snapp, and Melissa McCoy have confirmed several sponsorships. Karla Lees will send information about renting a tent. The committee discussed where to place Crossroads Kitchen since the shelter doesn't have electricity. Before the next meeting, a walk-through is needed to determine where to set up at the Crossroads Kitchen and the train. United Way has expressed interest in sponsoring Kevin Milford's train that is ADA accessible; another option is to have Victory Electric sponsor their train but it would only be available for children. Isabel Garcia found a Haitian dance group, but they

requested help purchasing items for their attire. Coral Lopez suggested moving the Car Show award announcements to 5:45pm on the entertainment schedule, allowing more time for other performances such as S.K.I.L.L, Haitian dance, and folklorico dance. Darlin Rayo presented the name "World Threads" for the Cultural Fashion Show, and the registration form is also complete. Members approved the name, and staff will begin promoting the event and recruiting participants.

3. Engage Dodge "On Wheels": Staff is considering a more young adult-friendly approach to Engage Dodge for ESOL students. The idea is to condense the program into two full days and make it more interactive. Students will receive descriptions of each department's functions, similar to the regular Engage Dodge, but will also take a trolley to visit different departments and facilities, including a "Why Not Dodge" tour. This format could also be an option for adults. Debbie Snapp suggested an Engage Dodge "Interactive," consisting of multiple half days where participants can role-play actual tasks performed by the departments.
4. Naturalization Scholarship Update: Darlin Rayo reported she has reached out to all applicants except two. One applicant withdrew their application, and another has not yet sent their W9. Darlin Rayo will coordinate with Nicole this week to ensure the checks are distributed by the end of the month.
5. Naturalization Ceremony: The event will take place on the 27th at 2 pm at Boot Hill Casino and Resort Conference Center. Intake will start at noon. Volunteers are asked to be there at 12 pm, or 1 pm. Vocalist is Miss Kitty from the Boot Hill Museum, Color Guard from Dodge City High School Air Force JROTC, Speaker is David Rebein, The Ford County Election Office will be set up in the lobby to assist new citizens in registering to vote after the ceremony.

#### **BOARD PROGRAMS/DATES** (keep in mind):

- o June 27, 2024 USCIS Naturalization Ceremony in Dodge City
- o June 29, 2024 Latino Summit
- o July 25 – August 4, 2024 Dodge City Days
- o August 1, 2024 Five Flags video premiere at Boot Hill Museum
- o National Hispanic Heritage Month September 15- October 15, 2024
- o September 3, 2023 Welcoming Week Proclamation
- o September 8, 2024, Dodge City International Festival, Wright Park
- o September 13-22, 2024, Welcoming Week
- o October 1 – December 1, 2024 Humanities Kansas Sorting Out Race Exhibit
- o October 9, 2024 Sorting out Race Exhibit Discussion
- o Human Rights Day – Tuesday, December 10, 2024

#### **COMMENTS FROM BOARD MEMBERS/STAFF**

Karla Lees announced that Dodge City Days lapel pins and t-shirts will be available for purchase soon.

#### **ADJOURNMENT**

Karla Lees made a motion to adjourn, Debbie Snapp seconded. Motion carried 5-0.