

City of Salisbury Human Rights Advisory Committee (HRAC)

Meeting Minutes

Date: Tuesday, March 3, 2026

Time & Location: 6:00p at Government Office Building, Room 306

Members Present:

- Demetria Martin – Vice Chair (via Zoom)
- Sophia Peters – Secretary, TRUTH Liaison (in person)
- Jennifer Berkman – Member (in person)
- Maria Sommer – New Member (in person)
- Robert Kimble – New Member (via Zoom)
- Rachel Mitchell – New Member (via Zoom)

Others Present:

- Caroline O'Hare – City Liaison (in person)

Members Absent:

- Natalie Saint-Phard – Chair
- Daniel McBride – Member pending to be removed

1. Call to Order

- Sophia Peters called the meeting to order at 6:06p after quorum was established and minor technical difficulties.

2. Welcome New Members & Introductions

- Returning members Sophia Peters, Demetria Martin, and Jennifer Berkman introduced themselves to the new members.
- *Maria Sommer* introduced herself as new to Salisbury after moving here from New York last May. She has worked as an educational administrator over 25 years.
- *Robert Kimble* introduced himself as a single-father and the owner of a plumbing/HVAC company. He expressed his excitement for joining the committee, and did alert members to possible scheduling conflicts on Tuesdays.
- *Rachel Mitchell* introduced herself as a Salisbury native, employee of a non-profit, and participator of various kinds of community outreach.

3. Approval of Previous Meeting Minutes

- Motion: Approve February 2026 meeting minutes
- Motioned by: Maria Sommer
- Seconded by: Jenn Berkman
- Vote: **Approved**

4. Updates & Open Floor

- Human Rights Survey Update: The committee has not heard back from the City regarding approval of the proposed human rights survey. The City was first asked to

review the survey on Jan. 8, and were contacted a second time on Jan. 22. Approval is required ahead of the City linking the survey to their website/social media pages. The survey was re-reviewed by the committee at this meeting to update new members on its content.

- Participation in Third Friday: As Third Friday returns in April (4/17), the committee has expressed interest in setting up a table as a way to connect with the community. The committee discussed implementing the following items:
 - Three QR Codes linked to the aforementioned Human Rights Survey, one for English, Spanish, and Haitian/Creole (hard copies of the survey were also discussed but decided against)
 - Know Your Rights Cards in English, Spanish, and Haitian/Creole
 - Information on HRAC and upcoming meetings
- Sophia Peters asked committee members look at calendars to determine who would be available to participate on Apr. 17.
- Haitian Flag Day (May 17): Haitian Flag Day may be making a return to Downtown Salisbury this year. This is a rather large event, and it was not held last year due to concerns around ICE activity. The committee discussed participating in this event, and will discuss it further at the April meeting.
- Committee Code of Conduct Handbook: There has been no communication from the City in regards to the proposed handbook being developed for advisory committees' code of conduct.
- Update on TRUTH Committee: Sophia Peters provided an update in regards to the TRUTH Committee and their emergency meeting held on Feb. 6. A more detailed update will be provided following TRUTH's next meeting on Mar. 18 at the VFW, which will center on policing accountability.

5. Adjournment

- Motioned by: Robert Kimble
- Seconded by: Maria Sommer
- Vote: **Adjourned at 6:46p**

Next Meeting: Tuesday, Apr. 7 at 6:00p at Government Office Building, Room 306

Action Items Ahead of Next Meeting

TASK	ASSIGNED TO
Follow up with City Administrator Nick Rice and Communications Liaison Victoria Idoni regarding approval of the human rights survey for website/social media posting. Follow up a second time after confirming attendance for April's Third Friday.	Sophia Peters
Sign up HRAC for Third Friday being held on 4/17.	Sophia Peters
Share examples of Know Your Rights literature with the committee.	Maria Sommer

Reach out to the HN Resource Center for assistance with translations (Spanish, Haitian Creole) of the survey.	Sophia Peters
Create QR codes (in English, Spanish, and Haitian Creole) for the translated survey forms once received from Sophia.	Rachel Mitchell
Inquire with the City about the status of the committee guidebook and code of conduct.	Sophia Peters/Natalie Saint-Phard
Review April calendars and indicate availability to staff the HRAC table at Third Friday on 4/17.	All members
Gather more information/details on upcoming celebration of Haitian Flag Day in May.	Sophia Peters/Caroline O'Hare
Remove Daniel McBride from HRAC, as discussed at the February meeting.	Natalie Saint-Phard
Confirm details for next TRUTH Committee meeting (scheduled for 3/18) and inform HRAC members.	Sophia Peters