



### **Our Vision**

Red Wing thrives as a vibrant, creative river town that values its natural environment, welcomes all people, and unlocks opportunity for everyone.

### **Our Mission**

We strive to create a sustainable, healthy, accessible, resilient, and equitable community where every person feels at home.

## **Meeting Announcement and Agenda Human Rights Commission Regular Meeting City Council Chambers, 315 West 4th Street, Red Wing, MN & Virtually Thursday, January 22, 2026, at 6:00 PM**

This meeting will be held in the City Hall Council Chambers and virtually via Webex at the same time. Members of the public can join this meeting either in person at City Hall or virtually. [Join the meeting via Webex here](#) and type in the password 2026. To join via telephone, please dial (415) 655-0001. Enter access code 2556 909 5784 and password 2026 when prompted.

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. HRC Mission Statement**

Acknowledging the universal concept of human rights, the mission of the Red Wing Human Rights Commission is to ensure all residents of Red Wing may participate equally and fully in the human experience. The city will work to extend these rights to economic opportunities, safe and affordable housing, and quality education at all levels to provide a safe, supportive community environment. This involves actively working to assure all city policies and practices do not discriminate on any basis, including immigration or refugee status.
- 4. Roll Call**
- 5. Approval of Agenda**
- 6. Swearing in of New Commissioner(s) Beth Breeden**
- 7. Election of Officers**
  - 7.A. Election of Chairperson for 2026
  - 7.B. Election of Vice-Chairperson for 2026
  - 7.C. Election of Pro-Tem for 2026
- 8. Approval of Minutes**
  - 8.A. Motion to Approve November 20, 2025 Meeting Minutes.
- 9. Public Comment**

We now invite anyone to share their thoughts on a topic that is not on the agenda. We welcome all opinions and ideas. We appreciate you stating your name at the lectern, and please remember that personal attacks may be ruled out of order. You will have up to three minutes to comment, and we appreciate your time in coming tonight.

**10. Motions & General Business**

*10.A.* Motion to Adopt Rules of Order and Procedure for 2026

*10.B.* Discuss 2026 Meeting Schedule

*10.C.* Review Subcommittees, and Discuss the Next Project to Work on as a Group.

**11. Communication Items**

*11.A.* Finance Report

*11.B.* Commissioner Comments

*11.C.* What's Happening in the Community

**12. Adjournment**

Accommodations for signing interpreter, Braille, large print, etc. can be made. Call City Hall at 385.3600 seven days prior to the need. Hearing assistance devices are available during meetings.

**Red Wing Human Rights Commission  
Regular Meeting  
City Council Chambers  
November 20, 2025**

**Members Present:** Chair Beth Breeden; Commissioners Joe Bigalke, Gabrielle Magill, Bobbie Christen, and Kim Hudson

**Members Absent:** Commissioner Featherstone (excused absence)

**Others Present:** Cara Kvanbek, Staff Liaison; Becky Norton, Council Liaison; Gary Iocco, Mayor

**1. Call to Order**

Chair Breeden called the meeting to order at 6:00 p.m.

**2. Pledge of Allegiance**

Chair Breeden led the recitation of the Pledge of Allegiance.

**3. HRC Mission Statement**

All Commissioners read the HRC Mission Statement.

**4. Roll Call**

Roll call was conducted. Chair Beth Breeden; Commissioners Joe Bigalke, Gabrielle Magill, Bobbie Christen, and Kim Hudson were in attendance.

Commissioner Skog Featherstone previously indicated she would be absent.

**5. Presentation of the Amos Owen Award**

**A. Recipient Dr. Jane Lorentzen.**

Chair Breeden acknowledged Native American Heritage Month and encouraged residents to listen, learn, and celebrate Native American voices.

Chair Breeden introduced Mayor Gary Iocco. Mayor Gary Iocco explained the significance of the Amos Owens Award and presented this year's recipient, Dr. Jane Lorentzen. He highlighted Dr. Jane's outstanding contributions to the Care Clinic.

Julie Mallion, Executive Director of the Care Clinic, introduced Lucy Richardson of Hispanic Outreach and Alejandra Sievers of RiseUp Partnership. Director Mallion stated that she nominated Dr. Jane for the award, but wanted the other organizations Dr. Jane is involved with to share their perspectives on her impact.

Director Mallion described Dr. Jane's many contributions to the Care Clinic, emphasizing her vision, swift action, leadership, founding role, and lasting legacy.

Lucy Richardson, Executive Director of Hispanic Outreach, spoke about Dr. Jane's deep impact on the community, noting her support for parents, her ability to build trust, her advocacy for immigrants, and her heart-centered leadership. She described Dr. Jane as a shining example of community service.

Alejandra Sievers, Parent Engagement Coordinator for RiseUp Partnership, shared her personal experiences with Dr. Jane and her influence on RiseUp Partnership.

Director Mallion added that Dr. Jane serves as a mentor to many and congratulated her on receiving the award.

Dr. Jane expressed deep admiration for the work done by Lucy, Alejandra, and Julie, and said she was both surprised and grateful to receive the award. She thanked the Human Rights Commission for the nomination and their efforts. She reflected on Amos Owens and his legacy, thanked her role models and the values they instilled, encouraged residents to support democracy by sustaining governmental institutions, and called for collective action.

Chair Breeden commended Dr. Jane Lorenzen for her service and contributions.

## **6. Adjournment**

Chair Breeden adjourned the meeting at 6:19 p.m.

***Rules of Order and Procedures for Boards and Commissions  
in Accordance with the City Charter, Section 5.04***

In accordance with the Charter of the City of Red Wing, Section 5.04, the following are hereby adopted (pursuant to Resolution No. 7954 adopted by the Red Wing City Council on January 22, 2024) as the 2024 Rules of Order and Procedures for Boards and Commissions.

**Section 1: Adoption of Board/Commission Rules of Order**

1. Advisory boards and commissions will follow these Rules of Order and Procedures, as adopted by the City Council. However, modifications may be made by an advisory board/commission per a majority vote of the board/commission and subject to the City Council's approval. If an advisory board or commission has not adopted any Rules of Procedure, it will follow the City Council rules, insofar as practical.

**Section 2: Schedule of Meetings and Elections**

1. On its first meeting each year, every board and commission shall hold an organizational meeting to swear in newly-elected officials, elect officers, adopt its Rules of Order and Procedures, and conduct any other business as deemed appropriate.
2. Boards and commissions shall meet in regular and special meeting sessions in City Hall unless otherwise directed and properly noticed. Workshops may be held at alternate sites.

**Section 3: Election of Officers**

1. Boards and commissions shall elect a Chair, Vice Chair, and, if desired, a Pro Tem. Each officer will serve a one-year term unless otherwise stated in the board/commission's own bylaws.
2. The Chair term limit is two consecutive years. A member may be elected Chair again after a hiatus of at least one year from that position. The Chair serves as the leader of the board/commission by running all meetings and other miscellaneous roles.

#### **Section 4: Meeting Materials**

1. The staff liaison shall include all appropriate materials in the meeting packet according to the order of business on the agenda. All reports, communications, resolutions, or other materials to come before the board/commission shall be provided to the staff liaison at least five business days prior to each regular meeting.
2. At least 72 hours prior to the meeting, the staff liaison shall furnish a copy of the regular meeting agenda and all supporting materials to each board/commission member electronically, or if requested, in paper form. The staff liaison shall also furnish the meeting notice to the press. Failure to accomplish any of these tasks shall not invalidate the meeting.
3. The staff liaison shall have a paper copy of the agenda and supporting materials and make the same available for public inspection. All items required to be posted for public notice shall be so done on a notice board located in City Hall.
4. The staff liaison shall be authorized to make payments for goods and services delivered or performed, following a majority vote of the board/commission. A regular report on fiscal status, if appropriate, will be made to the board/commission.

#### **Section 5: Notice and Recording of Meetings**

1. Notice of meetings and the manner in which they are conducted shall comply with requirements of the City Charter, City Code, and Minnesota Open Meeting Law.
2. The staff liaison shall notify the press and post public notice of the time and purpose of the meeting.
3. All meetings in which action is taken shall be televised or audio recorded.
4. Board and commission staff liaisons shall cause meeting minutes to be kept and, in all cases, the minutes shall be promptly filed with the City Clerk. Minutes shall provide a general background on the topic, a summary of the discussion, specific action being considered, and a tally of each vote.

#### **Section 6: Rules of Parliamentary Procedure**

1. The rules of parliamentary procedure comprised in the newest revision of Robert's Rules of Order shall govern the board/commission in all cases in which they are applicable, and to the extent they are not inconsistent with these rules, the Charter,

the ordinances of the City, or the laws of the State of Minnesota.

2. The staff liaison or his/her designee shall function as Parliamentarian to advise the presiding officer on matters of Parliamentary law.
3. The Chair, Vice Chair, and staff shall occupy their respective seats in the Chambers while the board/commission is in session.
4. The Chair, or in his/her absence, the Vice Chair, shall call the meeting to order at the noticed meeting time. In the case of the absence of the Chair and Vice Chair, the Pro Tem (if there is one) or the member with the most tenure in office shall do the same. The names of those present, absent, and excused shall be recorded, as well as arrival and departure times for the members arriving late or leaving early.
5. The board/commission presiding officer may debate from the chair and shall not be deprived of any rights or privileges of a board/commission member by reason of acting as presiding officer.
6. A quorum shall consist of at least a majority of all members of the board/commission. If a quorum is not present, no official action can be conducted.
7. If a quorum is not present, the meeting may be canceled, or the meeting may be held for discussion purposes only. The Chair will make the decision whether to cancel or meet.
8. The Council Administrator's ex-officio, non-voting membership on all boards and commissions shall not count for purposes of determining a quorum, majority, or exceptional majority vote requirements.
9. The board/commission shall respect and follow the Code of Conduct, Section 2.15 of City Code.

### **Section 7: Order of Business**

1. The order of business for all regular board/commission meetings shall be as follows, unless the Council directs otherwise:
  - a. Call to Order
  - b. Roll Call
  - c. Approval of Agenda
  - d. Approval of Minutes of Preceding Meetings/Workshops
  - e. Public Comment
  - f. Motions and General Business
  - g. Adjournment

2. Board and commissions are encouraged but not mandated to include the Pledge of Allegiance and Board/Commission Comments on their business agendas.
3. Boards and commissions are encouraged but not mandated to include the Statement of Intent and the board/commission's mission statement as written parts of the agenda, as statements read by the Board Chair, or as statements read by the entire commission.

### **Section 8: Creating and Amending the Agenda**

1. The board/commission Chair, in consultation with the staff liaison, shall establish the board/commission agenda.
2. The board/commission shall not amend the agenda once the agenda is approved. However, the board/commission Chair may vary the order of business or business items to facilitate special orders or the efficient use of meeting time.

### **Section 9: Public Comment**

1. Public comment and active involvement of residents in government is encouraged through in-person communication, phone, and email. The board/commission will dedicate time during each regular meeting to hear from people.
  - a. The Public Comment period will take place near the beginning of the meeting for people to speak on to the board/commission on items on the agenda and items not on the agenda.
  - b. Each person will have one time per meeting to speak to the board/commission. The limit is three minutes to speak on one or more topics of a person's choosing.
  - c. A person may not give their three-minute allotment of time to another person.
  - d. Every person desiring to speak shall first be recognized by the Chair. No one is allowed to make comments from the audience when the person making comments has not been recognized by the Chair. The Chair shall preserve order and decorum and decide all questions of order, subject to appeal to the board/commission.

- e. Speakers may not make allegations, charges, or complaints against any City employee. If a person wishes to make an allegation or to file a charge or complaint against an employee, the person should do so with the Council Administrator in writing or in a private meeting, or with the individual designated in City policy to receive the allegation, charge, or complaint. Speakers may not make comments or gestures that are threatening, profane, lewd, vulgar, obscene, harassing, or abusive.
- f. No person shall be allowed to delay or interrupt the proceedings or refuse to obey the orders and rules of the board/commission.
- g. When a special meeting is scheduled, the Chair will decide whether public comment will be added to the agenda.

### **Section 10: Electronic Communication**

1. In keeping with the intent of the Minnesota Open Meeting Law, board/commission members shall not use any form of electronic communication technology, such as text messaging or email, to communicate with one another during public meetings. Nor will board/commission members correspond with third parties during a public meeting on matters on the agenda or of public interest.
2. Board/commission members who receive electronic communication regarding such shall disclose the information shared with the public at the meeting.
3. Text or email communications with staff during the meeting are permitted to address technology or meeting process issues.

### **Section 11: Rules of Voting**

1. The Chair shall open each agenda item with a brief summary of the issue. A presentation by the appropriate source, such as the staff liaison, may be made if requested by the Chair and/or members of the body. The board/commission may discuss or debate the issue prior to a motion being made.
2. Once a motion is made, a second is necessary before additional discussion.
3. The Chair will ask for action once the discussion is over. A simple majority is necessary for the approval of regular business items.

4. During discussion, a board/commission member may “call the question” (which means calling a vote to cease debate and proceed to vote on the main motion). If a board/commission member calls the question, a vote will occur on that question. A two-thirds (2/3) vote of support will end the debate.
5. A vote on all matters, with the exception of resolutions, shall be taken by asking members in favor to say “aye” and asking if any members are opposed. If there is a question on the number of “aye” votes, any member (typically the Chair), may ask for a roll call vote.
6. A member may be excused from voting for special reasons (such as a conflict of interest as defined by state law), which must be recorded in the minutes.
7. When a board/commission member votes “present,” the member is presumed to be abstaining and the vote will be recorded as such. A “present” vote will not be counted when determining a majority vote.
8. After the decision on any question, any member who voted with the prevailing side may move to reconsider any action at the same meeting. At a subsequent meeting, any member may seek to have a motion to renew added to the agenda. If the motion to renew is added to the agenda, the vote on the motion to renew can take place at that same meeting.
9. Except in an emergency or other unusual circumstance where immediate action is in the best interests of the City, the board/commission shall not take action on a request for funding that has not been included in the published agenda. The funding request shall be placed on a subsequent agenda for board/commission consideration.
10. For the purposes of a break during the meeting, the Chair may recess the board/commission without a motion at any time he/she deems appropriate and shall state the time at which the meeting will resume. If the Chair decides to recess the meeting until another date, the Chair shall state the time and place at which the meeting will resume and the reason for the recess.
11. Boards and commissions shall take action by resolution if required by law, agencies of the state, and/or organizational bylaws. The vote on all resolutions shall be by roll call vote.

### **Section 13: Workshops**

1. Boards and commissions may meet in a workshop session as an alternative to a regular or special meeting when no action is requested.
2. No voting can take place at workshops. In all cases, topics discussed at workshops will advance to a formal board/commission meeting if action is being considered.
3. The workshop format is generally more informal. Workshops can be held at alternate sites. All workshops will be audio-recorded, and recordings will be made available to the public. Minutes will also be kept and made available to the public.
4. Workshops require public notice and are open to the public.
5. Public comments will not be heard at workshops. Instead, the public is encouraged to attend or listen to the workshop audio online and make comments to the board/commission via email, phone call, a mailed letter, an in-person meeting, or by attending a board/commission meeting and speaking during that public comment period.
6. Public comments may be allowed at a specific board/commission workshop at the direction of the Chair.
7. If a public comment period is held at a workshop, it will be taken at the end, and all comments must be pertinent to the workshop topics.

### **Section 14: Ad Hoc Subcommittees and Standing Committees**

1. The board/commission may have ad hoc subcommittees to research and explore solutions to problems and/or brainstorm ideas on projects.
  - a. The ad hoc subcommittees must be smaller than a quorum of the board/commission, have a limited scope of study, and have no decision-making authority.
  - b. The ad hoc subcommittee meetings do not need to be publicly noticed, nor are agendas, minutes, or recordings necessary. All ad hoc subcommittee work will be reported to the full board/commission.
  - c. Staff liaisons are not expected to attend ad hoc subcommittee meetings.



**~ Human Rights Commission**

**2026 Regular Meeting and Workshop Schedule ~**

The Red Wing Human Rights Commission will hold its regular meetings at City Hall, 315 W 4<sup>th</sup> St., Red Wing, MN. The meeting will take place in the City Council Chambers beginning at 6:00 p.m. They will hold their regular workshops in the Community Development Building, 419 Bush Street, at 6:00 p.m. unless otherwise noted.

<b>Regular Meeting</b> Council Chambers, City Hall 315 W 4 <sup>th</sup> St., Red Wing, MN	<b>Workshop</b> Community Development 419 Bush Street, Red Wing, MN
Thursday, January 22, 2026	Thursday, February 26, 2026
Thursday, March 26, 2026	Thursday, April 23, 2026
Thursday, May 28, 2026	Thursday, June 25, 2026
Thursday, July 23, 2026	Thursday, August 27, 2026
Thursday, September 24, 2026	Thursday, October 22, 2026
Thursday, November 19, 2026	Thursday, December 17, 2025

A quorum of the Red Wing City Council Members may be in attendance.

Please publish in the Republican Eagle Government Calendar.

## HRC Sub-Committees

The HRC has identified priorities in its 5-year plan to focus on for the year.  
Below are the committees that will get the work done. Committees and members may change throughout the year, as needed or desired.

<b>Pride Committee</b>	
<b>Purpose</b>	Help promote Red Wing's annual PRIDE Celebration.
<b>Timeframe</b>	January – June
<b>Responsibilities</b>	Work as a team to plan the PRIDE event within its budget, work with potential community partners, help promote the event, host the event, and evaluate the celebration after it's finished. This committee can include community members and is not limited to just HRC members.
<b>Commissioners</b>	<b>Lead:</b> _____ <b>Members:</b> _____
<b>Community Conversation</b>	
<b>Purpose</b>	To work as a team to plan a series of community conversations in a safe, open environment that helps people understand one another more.
<b>Timeframe</b>	Ongoing
<b>Responsibilities</b>	Plan and host at least one to two conversations in 2024. The committee may consist of community members, as well.
<b>Commissioners</b>	<b>Lead:</b> _____ <b>Members:</b> _____
<b>Promote the Human Rights Resource Connection</b>	
<b>Purpose</b>	Create a strategy around promoting the City's Human Rights Resource Connection service to everyone in our community, including residents and visitors, and help promote the service.
<b>Timeframe</b>	Ongoing
<b>Responsibilities</b>	Strategize how to promote the Human Rights Resource Connection. It will also involve actions such as bringing posters around town and sharing the information with community groups and organizations
<b>Commissioners</b>	<b>Lead:</b> _____ <b>Members:</b> _____
<b>Amos Owen Award Committee</b>	
<b>Purpose</b>	To promote and choose the Amos Owen Award recipient
<b>Timeframe</b>	June through October/November 2025
<b>Responsibilities</b>	Promote the Amos Owen Award opportunity in the community, get out the applications, choose the winners based on the applications, and host a short reception before the City Council meeting where the winner is honored.
<b>Application Open</b>	2026 TBD
<b>Commissioners</b>	Moved to a blind vote by all HRC commissioners

## HRC Sub-Committees

The HRC has identified priorities in its 5-year plan to focus on for the year.  
Below are the committees that will get the work done. Committees and members may change throughout the year, as needed or desired.

<b>Martin Luther King, Jr. Day Committee</b>	
<b>Purpose</b>	Organize and host an MLK Day event
<b>Timeframe</b>	June through January
<b>Responsibilities</b>	Work as a team to plan the MLK Day event within a budget, work with potential community partners, help promote the event, host the event, and evaluate the event after it's finished. This committee can include community members and is not limited to just HRC members.
<b>Commissioners</b>	<b>Lead:      Members:</b>
<b>Black History Month Committee</b>	
<b>Purpose</b>	Plan and organize one or more activities around Black History Month
<b>Timeframe</b>	
<b>Responsibilities</b>	Work as a team to plan activities for Black History Month in 2025; consider working with potential community partners. This committee can include community members and is not limited to just HRC members.
<b>Commissioners</b>	<b>Lead:                      Members:</b>
<b>Native American Heritage Month</b>	
<b>Purpose</b>	Plan and organize one or more activities around Native American Heritage Month for November 2024.
<b>Timeframe</b>	May through September
<b>Responsibilities</b>	Work as a team to plan activities for Native American Heritage in 2024; consider working with potential community partners. This committee can include community members and is not limited to just HRC members.
<b>Commissioners</b>	<b>Lead:                                      Members:</b>

## HRC Sub-Committees

The HRC has identified priorities in its 5-year plan to focus on for the year. Below are the committees that will get the work done. Committees and members may change throughout the year, as needed or desired.

### January

- MLK Jr. Day (Third Monday in January)
- National Human Trafficking Awareness Month (January 26)
- Korean American Day (January 13)
- Holocaust Remembrance Day (January 27)

### February

- Black History Month
- Presidents Day

### March

- Women's History Month
- Developmental Abilities Awareness Month

### April

- Asian American Heritage
- Native Hawaiian Heritage
- Pacific Islander Heritage
- Autism Awareness

### May

- Asian American Heritage
- Pacific Islander Heritage
- Jewish American Heritage

### June

- LGBTQIA 2S -Pride Month
- Juneteenth

### July

- US Independence Day(4th of July )
- National Disability Independence Day (July 26<sup>th</sup>). The Americans with Disabilities Act (ADA) was signed in 1990.

### August

- National Night Out 2026
- Black Business, etc.

## HRC Sub-Committees

The HRC has identified priorities in its 5-year plan to focus on for the year. Below are the committees that will get the work done. Committees and members may change throughout the year, as needed or desired.

### September

- Hispanic Festival
- Suicide Prevention Awareness

### October

- Amos Owen Award HRC (Hosts )
- Indigenous Peoples Month
- Disability Month
- Employment Awareness
- Mental Illness Awareness
- Domestic Violence Awareness
- Dyslexia Awareness
- Bullying Prevention
- National Down Syndrome Awareness

### November

- Veterans Day

### December

- National Homeless Persons' Remembrance Day – First day of Winter
- UN General Assembly, on December 10, 1948, adopted the Universal Declaration of Human Rights

HRC Budget 2025/2026

\$2,500.00	City Council Approved at the Beginning of 2026
	<b>Expenses listed below are for 2025</b>
-\$171.36	Graphics-UB-Insert-August 2025
-\$59.06	Creative Hand- Amos Owen Plaque
-\$63.29	For Amos Owen Event

GL Code:  
101-41330-53922  
*creative hand*

**The Creative Hand, LLC**

427 West 3rd Street  
Red Wing, MN 55066  
(651) 212-6629  
www.thecreativehand.net

Nov 19, 2025  
12:33 PM  
Michelle

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Ticket: \$59.06 Payment  
Receipt: jbPv  
Authorization: 219133

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VISA CREDIT  
AID A0 00 00 00 03 10 10

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Plaque Walnut 8x10 x 1	\$55.00
<b>Subtotal</b>	<b>\$55.00</b>
MN State Tax	\$3.78
Goodhue County Sales Tax	\$0.28

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<b>Total</b>	<b>\$59.06</b>
Visa 1599 (Contactless)	\$59.06

*Credit Card # 1599*

Thank you for shopping local  
& supporting a dream ♥

Return Policy: All items with custom engraving/  
personalization are non-refundable.

*Cara Kuanbeh*



11/20/25 12:34 Good Afternoon Lane 004  
 Cashier 282751 Store 3328 Tx 89

TOTAL SAVINGS

3.19

Rewards Savings

3.19

11/20/25 12:34 Good Afternoon Lane 004  
 Cashier 282751 Store 3328 Tx 89

CHANGE

.00

Authorization # 210243 7353

Purchase  
 Application Label: VISA CREDIT  
 AID: A0000000031010  
 TVR: 8080008000  
 IAD: 06011203A0A000  
 TSI: 6800  
 ARC: 00

Visa  
 Acct # \*\*\*\*\*1599

63.29

Vanity AL/DC NAPKN Reg Price 3.99 You Saved 3.00 T  
 CPN 3.00 T  
 OF WTR PURIFD 24-1 Reg Price 3.99 You Saved .99  
 CPN 3.79 F  
 FLWR HD PLASTIC F Reg Price 2.99 You Saved 1.00  
 CPN 1.99 T  
 FLWR HD PLASTIC F Reg Price 2.99 You Saved 1.00  
 CPN 1.99 T  
 OF PLT PPR ULTR Reg Price 2.99 You Saved 1.00  
 CPN 1.99 T  
 SPECIAL ORDER CAKE 1.06  
 STATE 6.875%  
 COUNTY 5%  
 TAX 1.14  
 Total 63.29

Store #3328 (651) 388-2869  
 615 MAIN STREET, RED WING MN  
 Thursday, 11/20/25 12:34 PM  
 Your Cashier is: CATHERINE

**FAMILY FARE.**