



City of Cedar Rapids  
Civil Rights Commission  
**Finance Committee Meeting Minutes**  
Wednesday, October 15, 2014  
4:30 p.m. – 5:30 p.m.

**Commissioners Present:** Ms. Salma Igram- Chair  
Ms. Paulette Hall  
Mr. Robin Tucker

**Staff Present:** Ms. LaSheila Yates, Executive Director  
Ms. Alicia Abernathey, Administrative Assistant

Meeting started at 4:48 p.m.

**Introductions**

**Public Response** - No public present

**Approval of Minutes** – Robin Tucker moved to approve the minutes. Salma Igram seconded the motion, which was unanimously approved.

**Old Business** -

**1. Civil Rights Office Space Update**

LaSheila Yates informed the committee a final Memorandum of Understanding was received and both the Veterans Memorial Commission and the Civil Rights Commission will need to approve it. The annual rent will be \$25,000 with a two year term lease. The lease can be renewed for two additional two year terms for a total of six years. Ms. Yates stated some adjustments need to be made to the office space including ADA accommodations and replacement of ceiling tiles that will be completed by April 1, 2015. Ms. Yates stated there will be a cost of \$10,000 to accommodate the IT needs. Ms. Yates stated the anticipated move date is November 24<sup>th</sup>.

**New Business** –

**1. Civil Rights FY16 Budget**

Ms. Yates introduced the proposed FY16 Civil Rights Commission budget. Previous year expenses, the FY15 budget and adjustments between the FY15 and the FY16 budgets were identified. Salam Igram asked if the IT cost could be added to the budget as a onetime expense. Ms. Yates also introduced the proposed FY16 budget for the FHAP Grant.

The meeting adjourned at 5:32 p.m.

*Respectfully submitted by Alicia Abernathey*