

## Stacel, Lori

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**From:** Klopsch, Norbert S.  
**Sent:** Friday, April 23, 2021 4:04 PM  
**To:** Hilton, Anne;Turben, Leigh;Duncan, William;Stephens, Rob;Byington, Steve  
**Subject:** 4/28 OIC Meeting  
**Attachments:** 4-28-21 OIC General Membership Meeting Speaking Order v3.docx; Code of Conduct FINAL.pdf

Fyi below and attached.

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Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

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**From:** Kristi Hale <hale@wrightlibrary.org>  
**Sent:** Friday, April 23, 2021 3:54 PM  
**To:** Joshua D. Green <joshua@the-green-family.org>; Carter, Michael <Michael.Carter@sinclair.edu>; Victoria Hix <hix@wrightlibrary.org>; Elizabeth Schmidt <schmidt@wrightlibrary.org>; Brian Potts <potts@wrightlibrary.org>; healyjackson@gmail.com; Iseli, Madeline <Madeline.Iseli@sinclair.edu>; Jeremy Newport <newporjd@yahoo.com>; Judy Cook <judygcook@woh.rr.com>; Klopsch, Norbert S. <Klopsch@oakwood.oh.us>; Kyle Ramey <ramey.kyle@oakwoodschoools.org>; LAD <ladfulford@gmail.com>; Roger Crum <rcrum1@udayton.edu>; sdorf1@udayton.edu; Turben, D <dan.turben@parknationalbank.com>  
**Subject:** Prep for 4/28 OIC Meeting

OIC Leadership and Library Support Team,

I've attached the agenda for next Wednesday's General Meeting.

- Wright Library's Brian Potts will again be our event producer, with Josh Green as his backup.
- The program includes a 30 minute breakout session from 7:30 – 8 p.m.

- Here's the preliminary list of discussion leaders for the breakout sessions. Please let me know if you would prefer to be removed from that role (please also let me know if I inadvertently left someone off the list!):
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  - Instructions and questions are included on the attached agenda under item 5 A – D.
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  - There are more discussion questions than needed, so you have choices if dialog starts to lag.

When I last checked, we had 46 people registered. We like to have 4 – 6 people per discussion. It's possible that more than one discussion leader may be assigned to one room, and if so, you can work together or assign one person to take the lead.

Please let me know if you have any questions or suggestions. I think it's going to be a great program. Thank you Michael, Madeline, and Leigh Ann for all your work putting this together!

Kristi



**Kristi J. Hale** *Director*  
Wright Memorial Public Library

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**PROPOSED AGENDA (v3 Draft 4/23/21)**

**April 28, 2021 OIC General Membership Meeting**

**DURING PRE-MEETING SIGN-IN...??**

Possible “teaser” for the membership meeting perhaps on the zoom screen as people start to enter the zoom session on the 24th?

- When someone sees you walking down the street, what lists might they make about you?
- What lists do you sometimes make about others?
- How might these lists shape choices people make (beyond greeting each other)?
- What would it take to change the lists people make about each other?



<p><b>1. WELCOME</b></p> <ul style="list-style-type: none"> <li>• OIC Updates</li> <li>• Introduce Madeline</li> </ul>	<p>Kristi Hale</p>	<p><b>7:00 pm</b> (2 min.)</p>
<p><b>2. INTRODUCE FACILITATOR, MICHAEL CARTER</b></p>	<p>Madeline Iseli</p>	<p><b>7:02 pm</b> (1 min)</p>
<p><b>3. BRIEF OVERVIEW OF MEETING FORMAT</b></p> <ul style="list-style-type: none"> <li>• TED Talk followed by breakout discussion groups and then summary and Q&amp;A with larger group</li> <li>• Introduce TED Talk —“The Danger of a Single Story”</li> </ul>	<p>Michael Carter</p>	<p><b>7:03 pm</b> (5 min)</p>
<p><b>4. SHOW TED TALK, “The Danger of a Single Story”</b></p>	<p>Video</p>	<p><b>7:08 pm</b> (20 min)</p>
<p><b>5. BACK TO MICHAEL</b></p> <ul style="list-style-type: none"> <li>• Now we’re going to go into the breakout groups for about 30 minutes, after which we’ll reconvene as an entire group for observations and reflections</li> </ul>	<p>Michael</p>	<p><b>7:28 pm</b> (1 min)</p>

<p><b>A. GO INTO BREAKOUT DISCUSSION GROUPS</b></p> <p><b>BREAKOUT LEADER INSTRUCTIONS:</b></p> <p><b>B. Share OIC Code of Conduct (Attached)</b></p> <ol style="list-style-type: none"> <li>1) Open-Mindedness</li> <li>2) Acceptance</li> <li>3) Curiosity</li> <li>4) Sincerity</li> <li>5) Brevity</li> </ol> <p><b>C. Introduce Discussion with this statement:</b>  Adichie (pronounced "uh-DEE-chee") says "stories matter because they have the power to break or create dignity." Let's talk about how "single stories" impact our own identities, how we view others, and the choices we make. Here are some questions that may help start our discussion:  (NOTE: This is a long list of questions provided as potential seeds to keep the conversation going. There is no need for group leaders to feel pressured to cover the entire list. Group leaders may choose from this list to cover the topics that interest them the most. Michael will facilitate the conversation afterward to tease out these many different facets of "single story" dynamics.)</p> <ol style="list-style-type: none"> <li>1) Has a single story ever been told about you? How did you know? How did it make you feel?</li> <li>2) Have you ever told a single story? What did you do? How did you come to realize it was a single story?</li> <li>3) Describe a "single story" that you feel is wrongly impacting others.</li> <li>4) Do we create single stereotypical stories about countries, religions and races that are unfair? Give some examples.</li> <li>5) What makes individuals uncomfortable about <b>not</b> having a single story for other people?</li> <li>6) Have you ever connected with someone with whom you were sure you had nothing in common? How did that help your personal development?</li> <li>7) Have you learned anything recently that you weren't aware of, and it helped change your perspective about other people?</li> <li>8) America is more segregated today than it was in 1996. Dayton is one of the most segregated cities in America. Do these facts lead to the likelihood of a single story? Why/why not?</li> <li>9) Interacting with people different than oneself helps avoid creating single stories. What can you commit to do to erase some of your single-story blind spots?</li> </ol> <p><b>D. Breakout Discussion</b>  <b>NOTE:</b> Breakout session leaders should have examples ready in their heads should no one jump in to start the discussion.</p>	<p>Breakout Group Leaders</p>	<p><b>7:29 pm</b> (30 min)</p>
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<p><b>6. RETURN FROM BREAKOUT GROUPS</b> (Allow transition time for everyone to return....)</p>		<p><b>7:59 pm</b> (1 min)</p>
<p><b>7. WRAP UP DISCUSSION WITH ENTIRE GROUP – Michael will Facilitate a Conversation with the Larger Group</b></p> <p><b>NOTE:</b> It would be helpful for Michael to have a list of the breakout groups and their leaders so that he can call on groups to engage in the conversation.</p> <p><i>Possible introduction and highlights Michael will cover:</i></p> <p>Here are the steps of how single stories can cause us to treat individuals negatively:</p> <ul style="list-style-type: none"> <li>• We assume something is true of all individuals in a group, i.e., we create a stereotype.</li> <li>• We show prejudice when we base our opinion about someone on a negative stereotype.</li> <li>• We discriminate when we treat a person negatively based on stereotype.</li> </ul> <p>People like to believe they aren't judgmental but all humans are. Our brains are wired this way to help us make sense of the world we live in. Being judgmental is neither good nor bad.... It's just natural. However, placing all people in a category can be misleading and dangerous. For example, all Islamists are not terrorists, all old women are not grandmothers, and all dogs are not friendly.</p> <ul style="list-style-type: none"> <li>• Ask for specific examples from the breakout discussion session that show the confusion/danger of stereotyping in your group?</li> <li>• When we stereotype folks, whether it be good or bad, we are telling a single story about that person that can be just part of the story or wrong all together.</li> <li>• Thank you for sharing your experiences tonight with us as we all learn more about how we can be more inclusive and accepting of people in our community.</li> </ul>	<p>Michael Carter</p>	<p><b>8:00 pm</b> (20-25 min)</p>
<p><b>8. ADJOURNMENT</b></p>	<p>Kristi Hale</p>	<p><b>8:20 pm</b> (5-10 min)</p>

## **Code of Conduct**

### **Guiding Oakwood Inclusion Coalition Participation**

All Oakwood Inclusion Coalition (OIC) participants agree to treat one another respectfully. With a spirit of humility, we agree to exercise the following principles and attitudes in order to facilitate OIC's mission to study, promote, and celebrate an inclusive and welcoming environment.

- **Open-mindedness:** Be curious and listen to understand. Explore how others' experiences have shaped their values and perspectives.
- **Acceptance:** Listen without interruption or crosstalk. Suspend judgment so you can be open to learning from others.
- **Curiosity:** Seek to discover and understand rather than persuade. Look for areas of agreement and shared values and take an interest in others' differing beliefs and opinions.
- **Sincerity:** Speak authentically from your heart and personal experience. Welcome that from others.
- **Brevity:** Keep your comments concise and relevant. Strive for honesty and depth while being conscious of sharing airtime.

## Stacel, Lori

---

**From:** Anne Hilton <annelhilton@yahoo.com>  
**Sent:** Friday, April 23, 2021 6:54 PM  
**To:** Klopsch, Norbert S.; Hilton, Anne; Turben, Leigh; Duncan, William; Stephens, Rob; Byington, Steve  
**Subject:** Re: 4/28 OIC Meeting

Thanks Norb! I am signed up for for the OIC meeting as well.

Congrats to Sam. That went by fast!

Anne

Sent from Yahoo for iPhone

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Oakwood City Manager



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**Stacel, Lori**

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**Sent:** Sunday, April 25, 2021 12:24 PM  
**To:** Hilton, Anne (External);Hilton, Anne;Turben, Leigh;Duncan, William;Stephens, Rob;Byington, Steve  
**Subject:** RE: 4/28 OIC Meeting

Thanks Anne for the heads up.

Norb

Norbert S. Klopsch  
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OIC Leaders,

If you would like a meeting reminder, please go ahead and register for the meeting at <https://www.oakwoodic.org/event-details/oic-general-membership-meeting-3>.

Jeremy and Norb will not be able to attend. The rest of you will be assigned a small group unless you tell me by Wednesday that you do not wish to do so. For our producer, here's the list of available breakout room leaders:

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**To:** Hilton, Anne;Turben, Leigh;Duncan, William;Stephens, Rob;Byington, Steve  
**Subject:** FW: Prep for 4/28 OIC Meeting

For those participating in the Zoom meeting tonight, I think it is important to have your video cameras on, so the other attendees can see you. I believe there are about 100 folks signed up.

Norb

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**From:** Kristi Hale

**Sent:** Friday, April 23, 2021 3:54 PM

**To:** Joshua D. Green <[joshua@the-green-family.org](mailto:joshua@the-green-family.org)>; Carter, Michael <[Michael.Carter@sinclair.edu](mailto:Michael.Carter@sinclair.edu)>; Victoria Hix <[Hix@wrightlibrary.org](mailto:Hix@wrightlibrary.org)>; Elizabeth Schmidt <[Schmidt@wrightlibrary.org](mailto:Schmidt@wrightlibrary.org)>; Brian Potts <[Potts@wrightlibrary.org](mailto:Potts@wrightlibrary.org)>; [healyjackson@gmail.com](mailto:healyjackson@gmail.com); Iseli, Madeline <[Madeline.Iseli@sinclair.edu](mailto:Madeline.Iseli@sinclair.edu)>; Jeremy Newport <[newporjd@yahoo.com](mailto:newporjd@yahoo.com)>; Judy Cook <[judygcook@woh.rr.com](mailto:judygcook@woh.rr.com)>; Klopsch, Norbert S. <[Klopsch@oakwood.oh.us](mailto:Klopsch@oakwood.oh.us)>; Kyle Ramey <[ramey.kyle@oakwoodschoools.org](mailto:ramey.kyle@oakwoodschoools.org)>; LAD <[ladfulford@gmail.com](mailto:ladfulford@gmail.com)>; Roger Crum <[rcrum1@udayton.edu](mailto:rcrum1@udayton.edu)>; [sdorf1@udayton.edu](mailto:sdorf1@udayton.edu); Turben, D <[dan.turben@parknationalbank.com](mailto:dan.turben@parknationalbank.com)>

**Subject:** Prep for 4/28 OIC Meeting

OIC Leadership and Library Support Team,

I've attached the agenda for next Wednesday's General Meeting.

- Wright Library's Brian Potts will again be our event producer, with Josh Green as his backup.
- The program includes a 30 minute breakout session from 7:30 – 8 p.m.
- Here's the preliminary list of discussion leaders for the breakout sessions. Please let me know if you would prefer to be removed from that role (please also let me know if I inadvertently left someone off the list!):
  - Kristi Hale
  - Judy Cook
  - Roger Crum

- Sam Dorf
- Leigh Ann Fulford
- Madeline Iseli
- Healy Jackson
- Jeremy Newport
- Kyle Ramey
- Dan Turben
- Elizabeth Schmidt
- Victoria Hix (need to confirm her availability)
- Michael Carter – need to confirm his preference
- Each breakout room discussion leader should prepare by reviewing the instructions and questions before the meeting.
  - Instructions and questions are included on the attached agenda under item 5 A – D.
  - I have attached a copy of the OIC Rules of Conduct, which each leader should read to their group at the beginning of the breakout session.
  - There are more discussion questions than needed, so you have choices if dialog starts to lag.

When I last checked, we had 46 people registered. We like to have 4 – 6 people per discussion. It's possible that more than one discussion leader may be assigned to one room, and if so, you can work together or assign one person to take the lead.

Please let me know if you have any questions or suggestions. I think it's going to be a great program. Thank you Michael, Madeline, and Leigh Ann for all your work putting this together!

Kristi



**Kristi J. Hale** *Director*  
Wright Memorial Public Library

1776 Far Hills Avenue,  
Oakwood, OH 45419-2531  
Office phone: 937 250-6824 F 937 294-8578  
[hale@wrightlibrary.org](mailto:hale@wrightlibrary.org) | [wrightlibrary.org](http://wrightlibrary.org)

## Stacel, Lori

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**From:** Klopsch, Norbert S.  
**Sent:** Thursday, May 27, 2021 3:25 PM  
**To:** Hilton, Anne;Turben, Leigh;Duncan, William;Stephens, Rob;Byington, Steve  
**Subject:** FW: OIC mail received: IRS 501(c)(3) approval letter  
**Attachments:** 210522 IRS 501c3 Approval Letter .pdf

The OIC is now officially designated a 501(c)(3). Norb

Norbert S. Klopsch  
Oakwood City Manager  
(937) 298-0600

---

**From:** Jacques, Robert  
**Sent:** Thursday, May 27, 2021 2:06 PM  
**To:** Kristi Hale (hale@wrightlibrary.org) <hale@wrightlibrary.org>; Jeremy Newport <newporjd@yahoo.com>; Judy Cook <judygcook@woh.rr.com>  
**Cc:** Klopsch, Norbert S. <Klopsch@oakwood.oh.us>  
**Subject:** OIC mail received: IRS 501(c)(3) approval letter

All, the attached letter arrived today from the IRS. You should retain a copy with your important accounting records. It may be needed from time to time to document your status as an approved 501(c)(3) non-profit organization.

Regards //Rob

**Robert F. Jacques, Esq. | Law Director**  
City of Oakwood | 30 Park Avenue | Oakwood, Ohio 45419  
T: (937) 298-0600  
F: (937) 297-2940  
[Jacques@oakwood.oh.us](mailto:Jacques@oakwood.oh.us) | [www.oakwoodohio.gov](http://www.oakwoodohio.gov)





Department of the Treasury  
Internal Revenue Service  
Tax Exempt and Government Entities  
P.O. Box 2508  
Cincinnati, OH 45201

OAKWOOD INCLUSION COALITION  
30 PARK AVENUE  
OAKWOOD, OH 45419

Date: 05/22/2021  
Employer ID number: 86-1819198  
Person to contact: Name: Customer Service  
ID number: 31954  
Telephone: (877) 829-5500  
Accounting period ending: December 31  
Public charity status: 170(b)(1)(A)(vi)  
Form 990 / 990-EZ / 990-N required: Yes  
Effective date of exemption: January 25, 2021  
Contribution deductibility: Yes  
Addendum applies: No  
DLN: 26053453002081

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,

Stephen A. Martin  
Director, Exempt Organizations  
Rulings and Agreements

**Stacel, Lori**

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**From:** Anne Hilton <annelhilton@yahoo.com>  
**Sent:** Thursday, May 27, 2021 3:28 PM  
**To:** Klopsch, Norbert S.; Hilton, Anne; Turben, Leigh; Duncan, William; Stephens, Rob; Byington, Steve  
**Subject:** Re: OIC mail received: IRS 501(c)(3) approval letter

Wow, that was fast. Good work!

Sent from Yahoo for iPhone

On Thursday, May 27, 2021, 3:25 PM, Klopsch, Norbert S. <Klopsch@oakwood.oh.us> wrote:

The OIC is now officially designated a 501(c)(3). Norb

Norbert S. Klopsch

Oakwood City Manager

(937) 298-0600

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