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November 1, 2004

Dear Committee Member:

Greetings! Thank you for your service as a member of Chapel Hill's Special Committee to Consider the Renaming of Airport Road. We look forward to meeting you in person and working with you this coming Friday and Saturday. This letter covers all the details you will need to know to participate fully in this important dialogue.

Based on what we read in your applications to be part of the committee as well as from conversations with many of you (we hope to speak with each of you individually by this week), we envision that our time together will lead to three outcomes:

1. Constructive dialogue across lines of difference
2. Greater understanding of each other's needs and interests
3. Collective decision making on recommendations to the Town Council by its December 6 meeting

To accomplish these outcomes, we have designed the following agenda:

### **Friday, November 5**

#### Objectives:

- Get to know each other
- Share perspectives
- Build common language and expectations

8:00 Registration and Coffee

8:30-noon Defining Our Work Together and Getting to Know Each Other

- Roles of committee members, observers, facilitators
- Introductions
- Ground rules

#### Exploring the Issues

- Unpacking the different sides of the renaming issue
- Understanding conflict as a force for positive change
- Identifying common interests and defining questions

Noon-1:00 Lunch

1:00-4:00 Interracial Discourse

- Considering the renaming issue through the lens of broader interracial relations in Chapel Hill
- Kiva Conversation

4:00 Adjourn

## **Saturday, November 6**

### Objective:

- Determine recommendations to deliver to the Town Council

8:00 Registration and Coffee

8:30-noon Interracial Discourse

- Caucuses
- Kiva Conversation

Noon-1:00 Lunch

1:00-4:00 Consensus Decision Making on Recommendations

4:00 Adjourn

**Please arrive by 8:00 for registration and coffee. Our process will begin promptly at 8:30 each morning. We will end no later than 4:00 each day, earlier if possible.**

While we will provide greater detail when we meet, we offer the following descriptions of two of the tools we will use to advance the dialogue:

- **Kiva Conversation** – The Kiva is a structured way to have a difficult conversation. It comes from a Native American tradition that allows all members of a community to have their voices heard in a conversation without regard to the amount of power they hold in the community.
- **Caucuses** – In our experience helping multicultural groups gain deeper trust and shared commitment, we have learned that periods of intentional separation are critical to authentic integration. We will begin Day 2 with white people and people of color meeting in two different groups or “caucuses.” You will have the opportunity to share your reflections on Day 1 and to talk openly with each other about other feelings you have. This process allows people to be open and to express things that are still difficult to share in an interracial discourse. It also allows space for each group to challenge itself to grow in understanding and courage for further discourse.

### **Meeting Location**

We will be meeting both days at the Courtyard Marriott across from the Friday Center in Chapel Hill. Find driving directions at <http://marriott.com/property/propertyPage/RDUCH> or by calling 919-883-0700. We are scheduled to be in the Winston Room, but look for signs to be sure. We will be at the same hotel for our half-day follow-up meeting on November 20 (tentatively scheduled for 8:30-noon; we will confirm at the end of our time together this weekend).

### **What to Wear/Bring**

Please dress casually and comfortably. Hotel rooms are notoriously too hot or too cold, so bring a jacket or sweater. We will provide all meeting materials.

**Special Needs**

Please contact Emily Dickens in Mayor Foy's office, 919-968-2888 ext. 225, if you have any special dietary or access needs.

**Our Contact Information**

If you have any questions or concerns about the process, or if you are unexpectedly delayed on our meeting days, please contact us at 919-824-3914. We have enclosed further information about OpenSource Leadership Strategies and our team.

Thank you again for your service to Chapel Hill. We look forward to seeing you on Friday!

Warm Regards,

A handwritten signature in cursive script that reads "Gita Gulati-Partee".

Gita Gulati-Partee  
President

cc: OpenSource Consulting Partners – Calvin Allen, Chantelle Fisher-Borne, Graig Meyer