

Pursuant to A.R.S. § 38-431.02, notice is hereby given to the members of the PIMA COUNTY/
TUCSON WOMEN'S COMMISSION and to the general public that the
PIMA COUNTY/TUCSON WOMEN'S COMMISSION
Will hold the following meeting which will be open to the public

**Pima County/Tucson Women's Commission
EXECUTIVE COMMITTEE MEETING
Wednesday, September 9 at 5:30 PM
240 N Court Ave., Tucson AZ 85701**

Meeting Minutes (Proposed)

- 1. Call to order/roll call – Meeting called to order at 5:31 pm.**
Executive Committee (EC) Commissioners present: Goodman, Hughes-Juan, Callie, Chmel. Guests present: Commissioners Muney and Sykes, Tobias
- 2. Website costs –** Discussion of current website and the need to update and refresh the Commission's website. Our current webmaster has been paid \$105 (Oct-Dec maintenance fee). The Marketing/Outreach committee will research website designers, costs, etc. and make a recommendation for the website to the full Commission before the current contract expires 12/31/15. Chmel to contact current webmaster Barney Hilton Murray to discuss the website.
- 3. Brochures –** Goodman would like to create a brochure for the "Poverty Report" currently posted on the Commission website. She is researching printing and graphic design underwriting for the project. EC voted to proceed with brochure if we can get underwriting.
- 4. Restructuring committees to limit meetings –** Goodman suggested each Commissioner will have 2 minutes at each meeting to discuss/comment on agenda items. Committee chairs will send their reports to Goodman to distribute to Commissioners prior to each meeting of the full Commission so we can be prepared to discuss/and or vote on committee proposals. Per our bylaws, all Commissioners must serve on at least one committee and Commissioners suggested formatting the meeting agendas with Action Items and Discussion Items to facilitate the meeting process.
- 5. Committee event procedures –** All proposed events must have completed event form presented to and approved by the EC. Chmel asked if we could create a vehicle by which the EC could act on an opportunity for the

Commission, event or otherwise, if there is no time to present at an EC meeting and/or Full Commission meeting? Discussion ensued. Hughes-Juan noted there is no current way to bypass full commission vote.

- 6. Equal pay initiative with Councilwoman Romero** – Tameron Collins, HR Administrator, City of Tucson will speak to Commissioners for 15 minutes at the Commission meeting on Sept. 16, 2015.
- 7. Chair speaking on equal pay to garner commission profile/funds** – Goodman proposed creating a Speaker's Bureau whereby select Commissioners would speak to various groups/organizations in the community about the Women's Commission in order to get exposure for the Commission, women's issues (Equal Pay in particular) and raise support/donations. Goodman would like to reach out to local Kiwanis groups to schedule speaking engagements. Discussion ensued as to what topics/information should be included and whether we should focus strictly on the Equal Pay Initiative. Hughes-Juan was not in favor of focusing on the Equal Pay Initiative because of the controversy surrounding the subject. Callie, Goodman, Chmel, Muney disagreed. Sykes noted the Commission voted at the August meeting to support the Initiative. Hughes-Juan suggests putting the Speaker's Bureau idea on a project form for presentation to the full Commission.
- 8. Women in Government Day** – Sykes noted we need to find a new chair for this event. She will determine who the new City of Tucson contact will be for this year's event.
- 9. Changing Executive Committee day** – Goodman proposed changing the current First Tuesday of the month EC meeting date due to a conflict. EC voted to hold future EC meetings on the first Wednesday of the month in order to have adequate time between the EC and Commission meetings.
- 10. Facility discussion** – Tobias reviewed facility management details ie. Tenants, office protocol, equipment, etc. Tobias will continue to provide toilet paper and other supplies and will act as volunteer manager for building issues and will bill the Commission accordingly. Discussion regarding continuing to provide water at Commission expense (approx. \$480/yr pd to Nick Blum). Hughes-Juan noted she did not want to continue this expense. Further discussion and/or vote of EC needed at next EC meeting.
- 11. Call to the public – none present**
- 12. Adjournment – Meeting adjourned at 6:40 pm**

Persons with a disability may request reasonable accommodation by contacting the PC/TWC at (520) 624-8318. Request should be made at least 48 hours before the scheduled meeting to allow time to arrange the accommodation.

