

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 VIRTUAL MEETING**  
Wednesday, April 7, 2021 – 5:30 PM

**LAR/Approved Minutes**

1. **Call to Order:** 5:42 p.m.
2. **Roll call:** Present: A. Flick, chair; B. Smith, treasurer. C. Steiner, secretary, is on maternity leave. All other EC seats are vacant.
3. **Review and Approval of Minutes:** No discussion. Smith moves to accept minutes of March 3, 2021, meeting as written. Flick seconds. MOTION PASSES
4. **Finance and Operations:**
  - a. Treasurer's Report – Ending balances for March in savings was \$38,834.95 and in checking was \$7157.82. No unusual payments or bills were reported. PCTWC participated in Arizona Gives Day, bringing in donations of \$26.30 and \$105.20. With the \$50 paid to participate, the net profit was \$81.50. Flick wrote an email blast to announce being a part of Arizona Gives and will write another thanking supporters, reminding them they can donate any day of the year and putting out a call for anyone who wants to volunteer or become a Commissioner. Smith will distribute the email blast. Smith sent the 2020 profit/loss statement to the county, which shows a loss of about \$7,000 due to the pandemic. Flick moves to accept the treasurer's report as written. Smith seconds. MOTION PASSES
  - b. Landscaping – The cactus by the southern doorway, lantana by the north entrance and other landscaping needs were completed. An electrician is being asked if he can repair the light in the western restroom. Smith will make sure enough paper towels are set out as requested for the restroom supplies.
  - c. Tenants – Flick will contact Chris Widener to see if she is going to resume her business at the building.
  - d. Prospective Tenant – Flick conducted a tour of the building to the prospective tenant, who liked the big suite of rooms. The prospective tenant has not yet contacted Flick on whether the group will rent the space. Flick will follow up. Commissioners agreed that once they know whether this tenant may take the space, the Commission should be more aggressive about advertising tenant and rental spaces. The prospective

tenant found the spaces for rent through a Google search. Flick will study the website's rental page to see if more SEO terms will help attract other prospective tenants. Social media announcements and other placements might help bring more people in.

- e. Cleaning crew – Tenant Joyce Wong and Commissioners are dissatisfied with the job being done by the cleaning crew. Flick will research and seek bids from other companies.

## 5. **New Business**

- a. Annual Retreat Planning – Flick will put a discussion on the Full Commission agenda.
- b. Grant Ad Hoc Committee Schedule – Whether the meetings should be set during a Full Commission meeting, afterward or on another day was discussed. This committee could overlap with other committees, but Commissioners agreed action is needed as the grant funds must be spent or extended by December. Smith cannot be on the committee per work conflict. Flick will contact Christa Steiner, who has participated in past organization of the materials. Flick will put a discussion of this committee on the Full Commission agenda.
- c. Guest Speaker for Full Commission Meeting: Nancy Stanley, a well-known local stand-up comic and University of Arizona law professor, will speak on how women have changed the local comedy scene, her personal story of how she started in comedy and other topics of interest to Commissioners.

6. **Call to the Public:** No members of the public were present.

7. **Adjournment:** Meeting was adjourned at 6:29 p.m. The next full commission meeting: April 21, 2021.

**\*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.**