

**PIMA COUNTY/TUCSON WOMEN'S COMMISSION**  
**Executive Committee Meeting**

**Wednesday, July 23, 2008**  
**240 N. Court Ave, Tucson, AZ 85701**

**Adopted Minutes**

**Committee members present:** Barbara Clarihew, chair; Gypsy Lyle, Michael Mandel, Isabella Soto

**Committee members unable to attend:** Dinah McGlory, Commission treasurer; Renee Palting

**Staff present:** Monica Mueller, executive director

- 1) **Call to order** - Meeting called to order by B. Clarihew at 4:10 p.m.
- 2) **Agenda review** – No change to agenda.
- 3) **Call to the public** - No public present.
- 4) **Review minutes from last meeting (6/04/08)** - Motion to approve minutes made by G. Lyle, seconded by M. Mandel; passed unanimously.
- 5) **New business**
  - a. **Review and recommendations re proposed FY09 budget**  
Budget figures reviewed. Motion by M. Mandel, seconded by G. Lyle to recommend budget adoption to full commission; passed unanimously.
  - b. **ED – update on a new volunteer working on human resources research tasks**  
ED Mueller reported that volunteer Jackie Rose Murphy is reviewing our personnel manual, as well as the executive director and office coordinator job descriptions, and will make recommendations for updates/edits. She will also research comparable salaries for paid Commission staff members and may work on other human resources issues. No legal action taken or required.
  - c. **Review and discuss committee structure**  
Discussion of committee functions was interwoven with FY09 budget discussion. Low attendance at monthly committee meetings was noted and mention was made of having ad hoc meetings to streamline work on individual strategic Commission activities. Discussion to be expanded at Full Commission meeting, with the aim of restructuring committees to fit current needs. No legal action taken or required.
- 6) **Treasurer's report** - Commission treasurer D. McGlory absent; report tabled until next (August) Executive Committee meeting
- 7) **Ongoing business – none**
- 8) **Adjourn** - Motion to adjourn made at 5:15 p.m. by M. Mandel, seconded by G. Lyle; passed unanimously.