



Meeting Minutes

February 26, 2018

The Commission on the Status of Women (CSW) convened for its regular monthly meeting at 6:00 p.m. on the above date in Room 101H at the Greensboro Cultural Arts Center, with Chair Deborah Goddard presiding.

Present: Chair Goddard, Vice Chair Morant, Commissioners Walston, Sevier, Cutler, Martin

Absent: Reaves, Lucas-Patrick

Council Liaison: Marikay Abuzuaiter

HRC Liaison:

Human Relations Department Staff: Love Crossling, Jodie Stanley

Visitors: Maria Harkins, Adrienne Spinner, Layla Lewis, Securria Howard

I. Call to Order

Chair Goddard called the meeting to order at 5:59 pm.

II. Moment of Silent Meditation

Chair Goddard welcomed all and called for a moment of silent meditation.

III. Introduction of Visitors and Speakers:

Chair Goddard welcomed newest commissioner, Katredia Martin, to the commission. Goddard noted expected visitors, Layla Lewis, was not present. She invited Maria Harkins to share. Harkins shared that she was recently hired as Human Trafficking Specialist with Family Service of the Piedmont. Prior, she was with Family Service addressing sexual assault. Goddard shared that Commissioner Reaves was not present but was over the Domestic Violence Committee and committed to connecting her with Commissioner Reaves. Goddard introduced Adrienne Spinner, whom she had met recently at a program. Spinner shared that she had fallen into the world of advocacy and recently appointed to the North Carolina Governor's Council for Women. She shared that she wanted to get involved on the local level as well. She expressed a desire to get involved and support their efforts in the future.

Goddard shared that Bernetta Thigpen was also connected to the same group, and she shared that she was excited to work with her in the future.

#### V. Committee Reports

Chair Goddard shared again that Reaves was not in attendance but she hosted a successful program the night before that was focused on self-esteem.

##### Domestic Violence Committee:

Commissioner Reaves was not in attendance.

##### Education and Equality Committee:

Chair Goddard shared on behalf of Commissioner Lucas Patrick that she had plans for an event coming up on March 15 and was hoping to get the flyer together by February 15.

##### Health and Wellness Committee:

Commissioners Morant and Sevier shared about their upcoming event, Finance 50+, which would cover future planning for seniors, from saving to money management. They were also pulling together resources to pull off the event. Sevier added that Dr. Jones with Forsyth was the head of Gerontology and was an amazing speaker that had the ability to get people to think practically about their future. Morant added that the event was March 21 from 9-12.

Cutler asked when the flyer would be available. Stanley shared that the flyer would be available this Friday, along with the other flyer. The ideal time to submit information was 8 weeks before the event, as this would allow a marketing time of 4 weeks. HRD Director Love Jones stated that the timing for flyers and communication material was out of their hands, communications required that a graphic designer do the work. Stanley and Jones explained the reasons behind the delay in flyer creation.

Goddard stated that flyer creation seemed to hold everything up. Jones stated that it was important to abide by the style guide that was required, and the style guide applied to all commissions as well. Stanley explained that the flyer was only one marketing tool, others could be used such as Facebook events, registration, etc. The goal was always to circulate something about a month in advance.

Goddard asked if all other departments were having the same issue. Jones suggested that the sheer number of external programs, in addition to each program being so different from the next, made the Human Relations programs somewhat unique. Jones suggested that the series model was more successful, as all flyers for the series could be created at the same time. Sevier announced that AARP would be mailing postcards to potential attendees for their upcoming event.

Morant shared that Valda Ford would be the speaker for the Women's Equality Day Breakfast. For the sake of visitors, Goddard explained the background of the Women's Equality Day Breakfast, adding that Ford was an awarded speaker with a background in health. The date for the event was August 17 and the Terrace was already reserved for that date.

##### Women Leading through Service Committee:

Chair Goddard announced her program on April 15 from 4:30 – 6:30 at the Nussbaum Center which would feature the Passion to Purse program, a local entrepreneur, Jada Monica Drew, Lisa Thomas, and another speaker with 12 years of business experience. This would be similar to an event done in October 2017 that was focused on young women.

Goddard noted that it was significant that CSW, along with the League of Women Voters and two others, were recognized at the grand opening of the Ruth Wicker event center. She had submitted photographs of CSW and she recommended that they tour the new facility.

### **Chair Report:**

Goddard suggested that they should continue to keep their ongoing timeline going by staying active and generating programs. If they were representing the Commission at an event, the activity should be reflected on the timeline. Cutler clarified that they should send the information to Jodie Stanley for recording.

Goddard announced that the March 12 executive meeting was canceled.

### **Staff Report:**

Jones shared that the Department had advertised two part time positions, the application period had closed the night before. She expressed appreciation for their patience in providing staff support until rosters could be trained to provide support.

Jones reminded commissioners to consider the types of topics they wanted to cover during a CSW retreat. An email reminder would be sent out for their feedback.

In response to Commissioners requests for information about available funding, Jones shared general information about the department's budget. She covered the items not covered by the \$1200 allotted for programming, including staff support, administrative costs, and retreat costs. She also covered Finance Department spending policies, including reminders that staff could not reimburse for purchases made, and many purchases had to be preapproved or special arrangements had to be made to purchase. Some things, like personal gifts, could not be purchased. All expenditures had to be reconciled with receipts, agendas and invoices. Checks could be cut for speaker stipends but personal gifts could not be purchased. The department currently didn't take online payments, but staff was in process of communicating with internal staff to see if this could be changed in the future. Checks could take several weeks to process through Finance, and all spending was audited through the Finance Department.

Jones shared an update for expenditures thus far for programming, and planned programming. Stanley added that if funds were not used by June 30, they were rolled back into the general fund, adding that this was part of the reason budgeting ahead of time was so critical. Jones stated that in addition, funds could be pulled from HUD dollars for any of the Commissioners' programming related to housing. Sevier asked if a program related to keeping people in their homes would qualify. Jones said yes, it would qualify. She noted that this was why it was so important to discuss plans with staff, as they were able to share additional resources and suggestions.

Marikay Abuzuaiter announced the IAC election March 23, noting that the workshops, which would be hosted within the IAC's biennial election for the first time, were created in response to the Summit Ave fires that killed the five children. It was important to let local refugees and immigrants know about the City they lived in and teach them how to navigate the government. She shared that the guests could sit with others who shared their language, and the speakers would rotate to each group. Speakers included Police, Fire, and other City departments. There would also be a resource fair and interpreters to ensure that all were receiving information in the language of their choice. Stanley invited all to vote. Sevier asked if it could be shared with local churches that served immigrants and refugees. Staff thanked Sevier and asked her to pass along any names of contacts.

Stanley shared about an upcoming meeting focused on Women in Reentry through Thrive GSO on March 6 from 10-11:30 at NC Works (2301 W Meadowview Rd.) Jones again invited Commissioners to reach out if they had anything they wanted to share with staff, as staff was happy to assist with programming and outreach efforts.

#### VI. Approval of Minutes

##### Motion to Approve the January 2019 Minutes

Motion 1<sup>st</sup>: Commissioner Cutler

Motion 2<sup>nd</sup>: Commissioner Morant

Unanimous approval

#### VII. Announcements

Goddard announced that she had requested evaluation forms be available at every event. Evaluation forms were a valuable tool to gather information about the programs, but also to gather information about what women wanted to see in the future. She thanked Stanley for providing evaluations.

Goddard introduced Layla Lewis with You Can Vote, a nonpartisan agency dedicated to registering voters and ensuring that they were educated about who was running. She stated that it was important to them to share what elected positions were responsible for doing. She invited all to an upcoming event on March 14 from 6:30 – 8 pm at New Hope Missionary Baptist Church, noting that some of their discussion would center on voter ID laws. As agencies, it was important to partner to educate customers and residents about important laws and how to stay civically engaged.

Goddard asked Katredia Martin to introduce herself. She shared that she had worked with City government for 30 years, and she was excited to participate and give back, especially in a women's organization. She knew that she was appointed by Council Member Hightower and she was ready to get to work.

Securria Howard introduced herself as a UNCG student, stating that she was in a class with Stanley, who had invited her to attend as a part of the class requirement.

Goddard thanked all for attending and invited them all to reach out to her.

#### VIII. Adjournment

Motion to Adjourn the Meeting

Motion 1<sup>st</sup>: Commissioner Sevier

Motion 2<sup>nd</sup>: Commissioner Cutler

Unanimous Approval

Chair Goddard adjourned the meeting at 7:10 pm.

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Chairperson  
COMMISSION ON THE STATUS OF WOMEN

Approved: \_\_\_\_\_  
Date