

Pima County/Tucson Women's Commission

FULL COMMISSION VIRTUAL MEETING

Wednesday, August 30, 2023, 6:00 p.m.

1. Roll Call: Attending Commissioners: Maria Vianey Valdez-Cardenas, AJ Flick, Kim Fitch, Lisa Nutt, Tony Zinman and Annie Sykes.
Guests: Catherine Williams and Allison Hughes (on the phone)
2. Call to Order Upon Quorum: Vice Chairperson Tony Zinman called the meeting to order at 6:08 p.m. Attending members achieved a quorum.
3. Review and Approval of Minutes: Approved by acclamation with no changes.
4. Finance and Operations:
 - a. Treasurer's Report: Treasurer Lisa Nutt reported that the checking account has \$11,944.02 and the savings account has \$33,133.82.
 - b. Operations:
 - * Because of the complexity of operating the building, we will research hiring a professional property management company to take over duties of building maintenance, rent collections, lease renewals and leasing of available space. Kim Fitch will reach out to different companies in Tucson and report back with proposals.
 - * There are currently two offices that could be rented out.
 - * It was suggested that we clean out the large office (right outside the conference room) and move PCTWC items into a smaller office so the larger office can be rented. We will discuss a possible workday to clean out the office at our next meeting to occur sometime in October.
 - * All our lease agreements are in the cloud, and we need to recover our google account. The Gmail account is down. Maryann Phinizy will be contacted because she may have an idea how to do this.
 - * The swamp cooler is no longer functioning. Lisa Nutt got a couple bids to replace the two down coolers. Costs range from \$6,500 to \$14,400 (for two rooms). Four rooms could cost in excess of \$19,000. Tony Zinman made a motion to authorize Lisa Nutt and Kim Fitch to purchase a portable air conditioner for the conference room with the cost not to exceed \$750. AJ Flick seconded the motion. Motion carried.
5. Revitalizing PCTWC
 - a. Bylaws Distribution. We could not easily find the current Bylaws. AJ Flick gave Tony Zinman the Chairperson's binder and Tony will see if the bylaws are in there. If so, he will bring those to the next meeting.

- b. Nominations for Executive Committee. The nominations/elections will be held at a future meeting. We need to reach out to those commissioners whose commissions have expired to encourage them to continue participating.
 - c. Allison Hughes had been the Statutory Agent for the commission for quite a long time. She resigned from that position on 7/21/23. Kim Fitch will reach out to the Arizona Corporation Commission to become the Statutory Agent for PCTWC.
 - d. Recruitment of new members is a high priority. Activities to achieve new members are post call for commissioners on social media, reach out to friends and business associates, reach out to college of journalism for assistance, update Bylaws/Mission Statement to reflect our current goals/mission so someone who is interested in becoming a commissioner has an idea what we're about.
6. Participate in Arizona for Abortion Access: Commissioners discussed participating in the petition drives to obtain signatures for the Arizona for Abortion Access ballot referendum. This could be a galvanizing event for PCTWC's revitalization. Tony Zinman made a motion to participate in working with Arizona List to gather signatures for Arizona for Abortion Access. Kim Fitch seconded the motion. Motion carried (but not unanimously)
 7. Mural Proposal: The cost for a mural to be put on the PCTWC building would be shared by the commission between \$6,000-\$8,000. It was agreed that we cannot financially do this at the current time and we would also need to check into regulations regarding the historic nature of the building.
 8. VIDA Breast Cancer Conference Sponsorship: Maria Vianey Valdez-Cardenas presented information about this conference to be held on October 7, 2023 from 8:30 a.m. to 12:00 p.m. Kim Fitch made a motion to approved the \$750 sponsorship fee to support this worthwhile event. Annie Sykes seconded. Motion carried.
 9. Call to the Public/Announcements:
 - * Allison Hughes, who was the initial Executive Director and also a commissioner, had suggestions for names of individuals who might be worthy of being memorialized on a mural when/if that comes to pass: Ella Romley, Barbara Ryma and Ethel Maynard were suggestions.
 - * Catherine Williams stated that according to the Pima County Tax records, PCTWC is approximately \$6,000 in arrears in property taxes. Lisa Nutt stated that all taxes had been paid by could not be processed without the Articles of Organization. She asked the group if anyone knows where we might find these important documents. No one had any suggestions. Tony Zinman was going to look in the Chairperson's binder he received tonight from AJ Flick. Lisa Nutt also asked where we could find copies of the current lease agreements for the tenants in the PCTWC building.
 - * Catherine Williams stated that AA For Women Only had been meeting in the building since 2007. She wanted to know why all the pictures/posters/identifiers of PCTWC had

been removed from the conference room. AJ Flick responded that these items had been removed due to the space being rented. The items would be put back in place.

* The next meeting will be Wednesday, September 20, 2023 at 5:30 p.m. The meeting will be in person at the PCTWC building.

10. Adjournment. The meeting was adjourned at 7:30 p.m.