

Pima County/Tucson Women's Commission

FULL COMMISSION VIRTUAL MEETING

Wednesday, January 11, 2024, 6:00 p.m.

1. Roll Call: Attending Commissioners: Maria Vianey Valdez-Cardenas, AJ Flick, Kim Fitch, Lisa Nutt, and Annie Sykes.
2. Call to Order Upon Quorum: Treasurer Lisa Nutt called the meeting to order at 6:05 p.m. Attending members achieved a quorum.
3. Review and Approval of Minutes: Motion from AJ Flick to approve the minutes from the 8/30/23 meeting. Seconded by Annie Sykes. Motion carried.
4. Finance and Operations:
 - a. Treasurer's Report:
 - Treasurer Lisa Nutt reported that the checking account has \$12,051.45 and the savings account has \$33,151.88.
 - Lisa will submit a report of the \$15/week received by AA group (paid in cash) to the AA group. We are currently charging \$10/hour for outside groups to utilize our meeting space.
 - We have received an extension from the County Assessor's office because we are still trying to locate copies of the leases for the two tenants we have. AJ will look through her emails to see if she can find the "docuSign" type leases from when these tenants renewed.
 - b. Operations:
 - Kim Fitch met with Tucson Realty and Trust for potential property management services. She will reach out to one more. We are probably too small of a contract for any professional company to want to take on. The workload would greatly reduce if we can set up electronic payments for monthly rent to be received. Lisa will look into this, as the bank changed their policies after she had already tried this once
 - Cooling is still an on-going issue. Bids are in process.
5. Revitalizing PCTWC
 - a. Statutory Agent. Kim Fitch has filled out and submitted all documents necessary to become the Statutory Agent. These documents were submitted 12/7/23.
 - b. Ideas to Revitalize.
 - In the past, appointments have come from elected officials. It was agreed that we should fill our "at large" positions first before we reach out to elected officials. That way, we can build some momentum in activity, rather than just "tread water." Kim Fitch, as secretary, will reach out to Joan Wiggins to see if she wants to continue as a commissioner. Her seat expired 12/6/21. All current commissioners

are encouraged to reach out to their network of people to see if anyone would like to serve as a commissioner.

- Open House/Call for Commissioners. March 8th is International Woman's Day. We will hold an Open House for interested individuals on Friday, 3/8/24 from 5:30 p.m. – 7:00 p.m. Kim will put together an invitation for Commissioner review. Annie Sykes moved to hold this event and Maria Vianey Valdez-Cardenas seconded. Motion carried.
- Website Update. Lisa has someone who might be interested in helping us with our website update. She will get information from this person and bring it to our next meeting.

c. Review by-laws. This is tabled until the next meeting.

6. Call to the Public/Announcements: None

7. Upcoming Meetings – all meetings are held at 6:00 p.m.

February 8, 2024 (Kim Fitch is unable to attend and is requesting someone to please take minutes. She'll type/distribute).

March 14, 2024

April 11, 2024

May 9, 2024

June 13, 2024

July 11, 2024

August 8, 2024

September 12, 2024

October 10, 2024

November 14, 2024

8. Adjournment. The meeting was adjourned at 7:05 p.m.