

Pima County/Tucson Women's Commission

FULL COMMISSION VIRTUAL MEETING

Thursday, April 11, 2024, 6:00 p.m.

1. Roll Call: Attending Commissioners: AJ Flick, Kim Fitch, Lisa Nutt, and Annie Sykes.
2. Call to Order Upon Quorum: Treasurer Lisa Nutt called the meeting to order at 6:02 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 \$10,845.44 and the savings account has \$33,164.28.
 - Lisa reported that the commission has regained its exempt status with the Pima County Treasurer's Office/Assessor's Office for the periods 2022 and 2023. The commission will need to be placed on an agenda for approval for the Pima County Board of Supervisors because of the prior period of the exemption. Once the exemption is approved, the taxes will be paid. IRS form 990 needs to be completed by next month.
 - Vantage West (our bank) has changed its system again to allow us to be able to accept electronic rent payments. Lisa will look into getting that set up.
 - b. Operations:
 - We do not feel that it is worth it to any management company to take on managing the building for us. It is not financially beneficial for them to do so. We will continue to handle all issues as we currently have.
 - Lisa was unable to obtain any additional bids for the cooling system. The current bid, from last year, is for \$6400 from The Cooler Guys to replace the swamp cooler. Lisa Nutt made a motion to approve the bid from The Cooler Guys to replace the swamp cooler not to exceed \$8,000. AJ Flick seconded. Motion carried.
 - Joyce Wong, one of the tenants, has been handling getting landscaping and minor maintenance completed. She submits the invoices for payment. In light of her assistance, we have had the annual termite inspection completed, the annual fire extinguisher inspection completed and she has someone who may be interested in renting a space in the building.
 - On discussion for next meeting: review tenant rental rates and set prices for the 2 smaller spaces.

- Computer: We need to update our website and set up web accounts for various positions (President, Secretary, and Treasurer, which is already set up). Lisa will reach out to someone she knows who might be able to help us with this.

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. This is STILL not reflected in the Arizona Corporation Commission website. Kim will go to the Corporation Commission office to try to get this handled. Additionally, she hasn't been able to file an extension for the Annual Report or anything else because she is not recognized by the Corporation Commission. She will report on this next month.
- b. Ideas to Revitalize.
 - Kim Fitch, as secretary, reached out to Joan Wiggins to see if she wanted to continue as a commissioner. Her seat expired 12/6/21. She said she was no longer interested.
 - Open House/Call for Commissioners. We did not have a quorum in order to further plans for the Open House set for March 8. It did not occur.
 - We discussed having a collaboration with League of Women Voters, Women's Foundation of Southern Arizona, YWCA, El Rio, NAACP, Chicanos Por Las Causa for an event to be possible held at the YWCA. This event would be held in September and Lisa will reach out to someone at YWCA about date/utilization of their space. The purpose of the event would need to be further discussed.
 - AJ Flick will do a "Call for Commissions" communication with the agencies/groups listed above. She will request anyone interested to submit a letter of interest.
 - Possible New Member: Catherine Bosch Abad is interested in becoming a member. She applied through the City of Tucson Clerk's Office. Kim passed out her application and resume. Kim will invite her to the next meeting.
 - Kim Fitch will reach out to Tony Zinman, who is acting president of the commission. He has a conflict in April and May for Thursday meetings. It was suggested we move the May meeting to Monday, May 20th at 6:00 p.m. if this works with Tony's schedule. Kim will report to everyone as soon as she gets this confirmed.
- 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.

May 9, 2024 or May 20, 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 7:04 p.m.