

## **Pima County/Tucson Women's Commission**

### **FULL COMMISSION**

Wednesday September 4, 2024, 6:00 p.m.

1. Roll Call: Attending Commissioners: Maria Vianey Valdez-Cardenas, Kim Fitch, Lisa Nutt, Cathy Bosch, Annie Sykes, Ana Marrufo and Sierra Yamanaka.  
Guests: Shannon Wesche and Molly Ring
2. Call to Order Upon Quorum: Secretary Kim Fitch called the meeting to order at 6:00 p.m. Attending members achieved a quorum.
3. The Pledge of Allegiance was recited.
4. Review and Approval of Minutes: Motion from Sierra Yamanaka to approve the minutes from the 6/5/24 meeting. Seconded by Ana Marrufo. Motion carried.
5. Finance and Operations:
  - a. Treasurer's Report:
    - Treasurer Lisa Nutt reported that the checking account has \$2,643.42 and the savings account has \$33,85.15.
    - PCTWC recently received letters from the IRS requesting documentation from 2021 and 2023. Lisa submitted requested items to the IRS.
    - There is no update to our tax-exempt status from the Pima County Board of Supervisors currently.
  - b. Operations:
    - The discussion to review tenant rental rates and set prices for the 2 smaller spaces has been tabled until the November meeting.
    - Presidio hasn't paid their rent for some time. They usually pay three months at a time. Lisa will review their account. She will report at the next meeting so appropriate action can be taken.
    - AA group that meets at PCTWC building weekly are due an accounting of what they have paid. Their attending individuals pay in cash and check. Lisa will prepare a statement of their account.
    - The building needs some adobe repairs. Bids had been obtained some time ago. Kim Fitch will get updated bids.
    - There is a leak in the conference room. Lisa will provide Kim the name/number of The Cooler Guy (who recently installed the new system), so this leak can be checked out.
    - Website: A proposal was given to each commission from Advance Marketing. Additional proposals need to be obtained and reviewed. This is tabled until we get more bids

6. Revitalizing PCTWC

- a. Statutory Agent. No update. Kim will go to Arizona Corporation Commission in person to find out what's going on.
- b. Kim attended Board Training put on by Pima County Boards and Commission's office. It was a zoom meeting. There is still a question as to whether PCTWC is meeting quorum requirements. Pima County representative that did the training will reach out to the County Attorney to find out their ruling on what constitutes a quorum.
  - New Commissioner: We met Ana Marrufo, who was appointed in Ward 1.
  - Interested Individuals: We met Shannon Wesche and Molly Ring, both who are interested in becoming commissioners. We discussed the best path to get these women appointed to the commission. Hopefully, this will be accomplished and these women appointed by our next meeting.
  - Absent Commissioners. Lisa Nutt made a motion to remove all Commissioners who do not participate per the bylaws. This affects Commissioners Tony Zinman and Heather Lappin. Sierra Yamanaka seconded. Motion carried. Kim Fitch will send letters to these individuals, City and County regarding this.

7. Nominations, per bylaws, with Elections to be held at the October meeting.

Chair – Kim Fitch

Vice Chair – Sierra Yamanaka

Treasurer – Cathy Bosch

Secretary – Ana Marrufo

Vice Treasurer – To be filled in the future

All interested parties must send a letter of interest to Kim Fitch ([kfitch@nicolosifitch.com](mailto:kfitch@nicolosifitch.com)) by September 20, 2024. The letters should include why you are interested in this position.

8. Miscellaneous: Maria Vianey Valdez-Cardenas discussed the Breast Cancer Conference her non-profit sponsors. This event is to be held on October 5, 2024. Annie Sykes moved to sponsor the event at a cost of \$750; Sierra Yamanaka seconded. Motion carried.

9. Call to the Public/Announcements: None

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

October 2, 2024

November 6, 2024

11. Adjournment. The meeting was adjourned at 7:20 p.m.