

Pima County/Tucson Women's Commission

FULL COMMISSION

Wednesday, May 7, 2025, 6:00 p.m.

Draft Minutes

1. Roll Call

Attending Commissioners:

Molly Ring	Pima County District 1
Kim Fitch	Pima County District 3
Sierra Yamanaka	City of Tucson Ward 2
Maria Vianey Valdez-Cardenas	City of Tucson Ward 5
Roberta Vance	City of Tucson Ward 4
Joyce Wong	PCTWC Commissioner
Lauren Burson	City of Tucson Ward TBD

Guest:

Ashley Rubin (joined virtually)

Absent:

Annie Sykes
Ana Marrufo
Cathy Bosch

2. Call to Order

The meeting was called to order by Chair Kim Fitch at 6:01 p.m.

3. Pledge of Allegiance

The Pledge of Allegiance was recited.

4. Review and Approval of Minutes from meeting of April 2, 2025

It was moved by Maria Vianey Valdez-Cardenas, duly seconded by Roberta Vance, to approve the minutes of April 2, 2025. Motion carried by a voice vote.

5. Finance and Operations

a. Finance –

Cathy Bosch compiled the April financials, but the file was not found on the drive. The April and May financials will be presented at the next meeting.

b. Presidio Lease –

The lease was drafted with Amy; signed copies are pending.

6. Chair Report

Chair Kim Fitch reported on meetings with former PCTWC Commissioners Alison Hughes and Patricia Gordon. She also plans to meet with Kathleen Williamson.

7. Discussion of Revitalizing the PCTWC

a. Commissioner Update –

Lauren Burson has been appointed as a Commissioner.

b. Possible New Commissioners –

Ashley Rubin expressed interest in joining. Kim Fitch will connect her with Ward 6 Councilmember Karin Uhlich.

Other potential members: Yahaira Garcia, Catalina Uribe, Jo Person – no updates at this time.

c. Subcommittee Breakouts/Reports

• Website/Social Media Subcommittee –

Chair: Ana Marrufo; Members: Molly Ring, Roberta Vance, Sierra Yamanaka

- The domain **PCTWC.org** was purchased and will be hosted on WIX with a 3-year plan at a 50% discount.
- Sierra will create a basic landing page with contact information and a tab for Commissioners and an “About Us” section.
- Additional pages will include resources, events, and projects.
- An ActBlue account was suggested for donations.
- The old domain is still active under different ownership; a request has been submitted to WIX for access or takedown.

• Strategic Planning Subcommittee –

Chair: Sierra Yamanaka; Members: Maria Valdez-Cardenas, Molly Ring, Kim Fitch

- The retreat will be held on **May 31, 2025**, at Northminster Presbyterian Church, 10 a.m.–3 p.m.
- Lunch will be provided by Baggins.
- Cheryl will facilitate the session.
- Ashley Rubin was invited as a guest and potential commissioner.
- 7 out of 9 surveys were completed.

- **DV Resource Guide –**

Chair: Kim Fitch; Members: Annie Sykes, Roberta Vance, Cathy Bosch

- The group has not yet met but plans to schedule a meeting.

- **Building Maintenance Subcommittee –**

Chair: Kim Fitch; Members: Joyce Wong, Molly Ring

- **Adobe Repairs** – Kim and Joyce met with two vendors; one bid was received from Ken Louis for \$17,000. Additional outreach is ongoing.
- **Insurance** – No current building insurance. Kim will consult a former broker for a quote.
- **Cooler** – Joyce arranged for service.
- **Roof** – Partial recoating needed. Kim to follow up with a roofing contact.
- **Critters** – Possible squirrel issue in attic; to be addressed.

8. Old Business

- Roberta Vance secured a \$1,000 donation from a former employer, to be allocated once a project is selected—possibly the website.
- Maria inquired about business cards and name tags. Roberta will work on an updated logo.
- Lauren and Sierra will develop a brand kit (fonts, colors, logo). Lauren will also join the Website/Social Media subcommittee.

9. New Business

- Maria mentioned the availability of city and county funds for nonprofits and will forward details to Kim.
- Sierra will contact Rex Scott (District 1 Chair) for guidance on funding.
- Roberta suggested Ana Marrufo reach out to the Mayor regarding funding and appointing a commissioner.
- Ashley proposed a PCTWC newsletter. Sierra volunteered to develop a website popup for sign-ups.

10. Call to the Public / Announcements

No public comments were received.

11. Upcoming Meetings

- **May 31, 2025** – Commission Retreat, 10 a.m. to 3 p.m.
- **June 4, 2025** – Meeting canceled in favor of the May retreat
- **August 6, 2025** – Next scheduled meeting

It was moved by Maria Valdez-Cardenas, seconded by Roberta Vance, to use the May 31st retreat as the June meeting. Motion passed by voice vote.

12. Adjournment

The meeting was adjourned by Chair Kim Fitch at 6:54 p.m.