

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

## **FULL COMMISSION**

Wednesday, October 1, 2025, 6:00 p.m.

### **DRAFT Minutes**

#### **1. Call to Order/Roll Call:**

The meeting was called to order by Chair Kim Fitch at 6:04 p.m.

#### **2. Attending Commissioners:**

|                 |                        |
|-----------------|------------------------|
| Molly Ring      | Pima County District 1 |
| Kim Fitch       | Pima County District 3 |
| Sierra Yamanaka | City of Tucson Ward 2  |
| Lauren Burson   | City of Tucson Ward 3  |
| Roberta Vance   | City of Tucson Ward 4  |
| Ashley Rubin    | City of Tucson Ward 6  |
| Joyce Wong      | PCTWC Commission       |
| Halle Aquino    | PCTWC Commission       |

#### **Absent:**

|                              |                        |
|------------------------------|------------------------|
| Annie Sykes                  | Pima County District 5 |
| Ana Marrufo                  | City of Tucson Ward 1  |
| Maria Vianey Valdez-Cardenas | City of Tucson Ward 5  |
| Cathy Bosch                  | PCTWC Commission       |

#### **3. The Pledge of Allegiance was recited.**

#### **4. Review and Approval of Minutes from meeting of September 3, 2025:**

It was moved by Sierra Yamanaka, duly seconded by Roberta Vance to approve the minutes of January 8, 2025. Motion carried by a voice vote of 8 to 0.

#### **5. Finance and Operations:**

##### **a. Treasurer's Report –**

Molly Ring provided an extensive financial report that included actual income and expenses. Balance of savings account as of 9/30/25 is \$13,843.22 and checking is \$33,234.96. A copy of the financial report is attached and made a part of these minutes.

It was moved by Sierra Yamanaka, duly seconded by Roberta Vance, to accept and approve the September financial report as presented. Motion carried by a voice vote of 8 to 0.

**b. Donations Received –**

Molly Ring and Sierra Yamanaka will get together before the next meeting to set up an automated thank you response to any donations made on ActBlue.

**6. Chair Report:**

- a. December 3<sup>rd</sup> Social Gathering** – At our last meeting, we voted to not have a business meeting in December, but to have a Social Gathering. Kim Fitch volunteered to host this event at her house. Further details will be provided at the November meeting, but plan on the social gathering to be held at 6:00 p.m.

**7. Committee Reports**

- a. Nominating Committee** – Halle Aquino will send Kim Fitch a sample skills/interest assessment questionnaire so the nominating committee can do a chart to see what skills/interests we are lacking and recruit new Commissioners based on our needs.
- b. Website/Social Media** – Several activities have been uploaded onto our social media/website to increase our digital presence. A discussion was had about utilizing a phone number in conjunction with [Info@PCTWC.org](mailto:Info@PCTWC.org). We will table this until we have more volunteers to help manage any questions/requests coming into the commission. A LinkedIn page was set up and Halle Aquino volunteered to monitor it. If anyone attends any events representing the PCTWC, please remember to take photos so these can be uploaded into our various sites.
- c. Strategic Planning** – No report
- d. DV Resource Guide** – This committee has not met. Kim Fitch will reach out to the committee members to set up a meeting so we can continue working on the Resource Guide.
- e. Building Maintenance** – The roofing project hasn't been completed yet. It is scheduled for 10/29/25.

**8. Strategic Planning – Goal 2** – The attendees discussed Goal 2 from our May 31<sup>st</sup> retreat: Build Organizational Sustainability. Some direct tasks defined were:

- Expand revenue sources
- Set up a database of prior Commissioners. Kim Fitch volunteered to do this with a completed database by January 2026.
- Enhance Commissioner recruitment. Kim Fitch, using a sample from Halle Aquino, will set up a skills/interest questionnaire due to the Commissioners by the November 2026 meeting. A chart will be completed with current Commissioner information by January 2026 meeting.
- Secure grants for building maintenance.

**9. Old Business**

- a. Roberta Vance and Annie Sykes attended the Emerge! 50<sup>th</sup> Anniversary event on 9/28. Roberta reported on the event.
- b. The United Hearts for Arizona Breast Cancer Conference is this Saturday, 10/3. Kim Fitch and Molly Ring will attend and have a table set up promoting PCTWC.

**10. New Business**

- a. The Planned Parenthood Mad Tea Party fundraiser is being held on 10/22/25 from 2:00 p.m. – 4:00 p.m. Both Kim Fitch and Molly Ring expressed interest in attending.
- b. Sierra Yamanaka was inducted into the Arizona Democratic Party's Hall of Fame on 9/11/25. That is a HUGE honor!

**11. Call to the Public / Announcements – None**

**12. Upcoming Meetings:**

Next meeting will be held on November 5, 2025 at 6:00 p.m.

**13. Adjournment:** Meeting adjourned at 7:00 p.m.