

**Pima County/Tucson Women’s Commission**  
**FULL COMMISSION**  
Wednesday, November 5, 2025, 6:00 p.m.  
**APPROVED Minutes**

**1. Call to Order:**

The meeting was called to order by Chair Kim Fitch at 6:03 p.m.

**2. Roll Call:**

**Attending Commissioners:**

Kim Fitch	Pima County District 3
Molly Ring	Pima County District 1
Annie Sykes	Pima County District 5
Ana Marrufo	City of Tucson Ward 1
Sierra Yamanaka	City of Tucson Ward 2
Maria Vianey Valdez-Cardenas	City of Tucson Ward 5
Roberta Vance	City of Tucson Ward 4
Ashley Rubin	City of Tucson Ward 6
Joyce Wong	PCTWC Commission
Halle Aquino	PCTWC Commission
Lauren Bursyn	City of Tucson Ward 3

**Absent:**

Cathy Bosch	PCTWC Commission
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**3. The Pledge of Allegiance was recited.**

**4. Review and Approval of Minutes from meeting of October 1, 2025:**

It was moved by Roberta Vance, duly seconded by Molly Ring, to approve the minutes of October 1, 2025. Motion carried by a voice vote of 11 to 0.

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

Molly Ring provided the Treasurer's Report. The checking account balance is \$12,526.06 and the savings account balance is \$33,248.30. She reported the year-to-date income, expenses, net position, and key notes and observation as of October 31, 2025. Overall, the PCTWC remains financially stable, with income and expenses largely on track and cash reserves strong at over \$45,000. Variances in rent, utilities, and unbudgeted categories should be monitored to ensure continued stability. Due to unforeseen circumstances, Chair Fitch recommended Molly Ring fill the role of treasurer and Cathy Bosch as the alternate. She suggested the commission vote on these roles when we meet in January.

No update on donations received.

## **6. Chair Report:**

December 3rd Social Gathering – Chair Fitch will hold this gathering in her home.

## **7. Subcommittee Reports:**

- a. **Nominating Subcommittee:** There are a few potential new candidates interested in joining the PCTWC. Chair Fitch will reach out to them. Halle Aquino will draft a new document to be filled out by all members with their background, skills, education, etc., through a leadership, skills & interests questionnaire. These responses will help them identify recruitment needs and ensure we're making the best use of everyone's strengths.

It was also moved by Sierra Yamanaka, duly seconded by Annie Sykes, to approve Maria Vianey Valdez Cardenas as an at-large commissioner now that her term has expired as the Ward 5 appointee. Motion carried by a voice vote of 11 to 0.

- b. **Website / Social Media Subcommittee:** The subcommittee plans to meet in mid-December. Ana Marrufo will rejoin the subcommittee.

c. **Strategic Planning Subcommittee:** No update

d. **DV Resource Guide Subcommittee:** Subcommittee met on Nov 3, 2025 with Roberta as the chair. Tasks were divided among the members to get through the DV guide. They are looking at including links for the website. The members will have more information at the January meeting once the members do the follow-up.

e. **Building Maintenance Subcommittee:** The members need new bids for the exterior work for patching and plastering to the stucco. Joyce Wong said there is a leak near the kitchen sink beneath the cooler that needs to be fixed. The members will ask The Homeowner Handyman for a quote to fix it.

Ana Marrufo will contact the El Presidio Historic Advisory Board to get feedback on the colors to choose from for the exterior color to ensure the PCTWC follows their guidelines. The PCTWC will keep the same color scheme and the paint colors have been selected and samples will be applied to the building.

It was moved by Molly Ring, duly seconded by Sierra Yamanaka, to accept the offer from My Homeowner Handyman for the exterior stucco repair and repainting in the amount of \$10,500. Motion carried by a voice vote of 11 to 0.

## **8. Strategic Plan Deep Dive – Goal 3:**

The members are looking at expanding visibility. An Instagram page and LinkedIn profile has been created to elevate the PCTWC brand and grow our social media presence. Halle Aquino and Ashley Rubin will work on press releases.

- 1st objective is to get the website up and running with a landing page.
- 2nd objective is to adopt a logo.
- 3rd objective is to strengthen ties with elected officials. Members were encouraged to provide regular progress reports to their appointors to strengthen relationships.

- 4th objective is to identify speakers to attend the PCTWC. Chair Fitch suggested to start with the Mayor and Council and Board of Supervisors then branch out to like minded organizations. She also suggested to have speakers give 15-minutes speeches on the happenings in their respective districts or ward offices related to women issues.

**9. Old Business:**

Review of potential new logo - Roberta Vance will do more research on logos and get feedback from the members. Now that we have new commissioners, she said we need input from them before the PCTWC finalizes the logo. This objective will be revisited at the January meeting.

**10. New Business:** None

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

**12. Upcoming Meeting:**

Next meeting will be held on January 7, 2026 at 6:00 p.m.

**13. Adjournment:**

Meeting adjourned at 7:00 p.m..