

Pima County/Tucson Women’s Commission
FULL COMMISSION
Wednesday, January 7, 2026, 6:00 p.m.
APPROVED Minutes

1. Call to Order:

The meeting was called to order by Chair Kim Fitch at 6:00 p.m.

2. Roll Call:

Attending Commissioners:

| | |
|------------------------------|-----------------------------------|
| Kim Fitch | Pima County District 3 |
| Molly Ring | Pima County District 1 |
| 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 (virtually) |
| Joyce Wong | PCTWC Commission |
| Halle Aquino | PCTWC Commission |
| Lauren Bursyn | City of Tucson Ward 3 (virtually) |
| Stephanie Noriega | City of Tucson Ward 5 |

Absent:

| | |
|-------------|------------------------|
| Cathy Bosch | PCTWC Commission |
| Annie Sykes | Pima County District 5 |

1. The Pledge of Allegiance was recited.

2. Guest Speaker – Mayor Regina Romero

Mayor Romero gave the commission a brief overview of key initiatives and priorities the Mayor and Council are focusing on, as well as any major programs the city government is advancing relating to women and girls. She focused on programs related to women empowerment and youth development. She suggested the commission engage in community networks and participate in Call to the Audience during the Mayor and Council meetings.

Mayor Romero said she will appoint a commissioner to the PCTWC soon.

3. Review and Approval of Minutes from meeting of November 5, 2025:

It was moved by Maria Vianey Valdez-Cardenas, duly seconded by Roberta Vance, to approve the minutes of November 5, 2025. Motion carried by a voice vote of 11 to 0.

4. Finance and Operations:

a. Treasurer's Report

The report included income, expenses, and net position. Some key notes and observations included the current rental income is uneven. Expenses remain well controlled overall with a significant savings from delayed or eliminated webmaster services and no capital expenditures to date. Utilities and repairs are trending well above planned and should be monitored closely. Unbudgeted expenses have emerged and should be addressed in future planning. The commission ended 2025 with a strong surplus and a steady income throughout the year.

It was moved by Ana Marrufo, duly seconded by Joyce Wong, to accept the treasurer's report. Motion carried by a voice vote of 11 to 0.

b. 2026 Budget Report

The treasurer reported that a positive net position strengthens the PCTWC's financial foundation heading into 2026 assuming operations continue at a relatively steady rate. Additional funding sources should be pursued for future building maintenance and capital expenses planned for 2026. The current cash flow will be negative assuming we don't have donations which the trend indicates we will have donations coming.

It was moved by Sierra Yamanaka, duly seconded by Roberta Vance, to accept the 2026 Budget Report. Motion carried by a voice vote of 11 to 0.

c. Donations Received

This item was discussed during the Website Subcommittee Report

5. Chair Report:

a. Election of Treasurer and Alternate Treasurer

It was moved by Kim Fitch, duly seconded by Sierra Yamanaka, to appoint Molly Ring as the Treasurer. Motion carried by a voice vote of 11 to 0.

Discussion ensued. Interested commissioners in being an Alternate Treasurer must submit a Letter of Interest to Chair Kim Fitch to discuss at the February meeting.

b. PCTWC 50th Anniversary

Discussion was held on how the commission can celebrate the PCTWC's 50th Anniversary this year. Some ideas were shared to recognize the progress the commission has made throughout the years and commemorate its wins.

A subcommittee was formed with the following members: Kim Fitch, Sierra Yamanaka, Roberta Vance, Maria Vianey Valdez-Cardenas, Molly Ring, and Lauren Bursyn. Sierra Yamanaka agreed to be the chair of the subcommittee.

6. Subcommittee Reports:

a. Nominating Committee

Halle Aquino reported that everyone except Cathy Bosch responded to the survey she sent out to identify recruitment needs and ensure we're making the best use of everyone's strengths.

Ashley Rubin will reach out to Ward 6 for the possibility of getting re-appointed by the new council member recently elected. She also expressed interest in becoming a member of this subcommittee.

Stephanie Noriega is the newest member appointed by Ward 5. She introduced herself to the commission and shared her strong background in social work at the U of A with the members.

b. Website / Social Media

Roberta Vance and Ana Marrufo worked on language we can include with the thank you responses to everyone who donates online through the website. These thank you notes will be reviewed by each commissioner before we decide what language to include.

Sierra Yamanaka said she tried to gain access to the previous Facebook page but said it was a challenge and suggested to start a new page. Joyce will reach out to the previous administrator to get login information or the possibility of sharing admin rights with one of our current members for easier access.

Discussion ensued regarding the new logos. All members were sent an email to vote on the one they liked best. Molly will count the votes and will bring back information at the February meeting.

c. Strategic Planning

No updates. However, Ashley Rubin expresses interest in becoming a member of this subcommittee.

d. DV Resource Guide

No updates.

e. Building Maintenance

Joyce Wong reported the exterior painting, roof resurfacing, stucco and crack repairs were finished in December. The work on the drain pipe on the roof over the bathrooms was also completed at a cost of \$175. The supervisor from The Homeowner Handyman will do a final walk through soon.

Smoke detectors and CO2 alarms will also be installed soon. The current lock at the front is loose and a keyless lock with a deadbolt will be installed as well.

7. Strategic Plan Deep Dive – Goal 4

Sierra Yamanaka reported the Strategic Plan Goal 4:

1. Streamline technology – create a google phone number and a google drive
2. Create an official email address
3. Streamline new member welcome packets
4. Build an internship program

8. Old Business – None

9. New Business –

We received an email from the City Clerk regarding the submission of the 2025 Annual Report and the 2025 Attendance Report. Ana Marrufo submitted the attendance report and Sierra Yamanaka will work the annual report.

10. Call to the Public / Announcements:

Ana Marrufo invited the members to attend the Women’s Foundation Advocacy & Policy Happy Hour at the Hop Shop on February 3rd. This event will teach attendees to advocate for marginalized community members and learn which bills to support and oppose in the 2026 Legislative Session.

11. Upcoming Meetings:

Next meeting will be held on February 4, 2026 at 6:00 p.m.

12. Adjournment:

Meeting adjourned at 7:55 p.m.