



**Minutes of the Regular Meeting Commission for Women (CFW) February 13, 2018**

**Call to order** - Chair Anna Everett called the meeting to order at 5:05 p.m. The meeting was held at City Hall/Council Chambers, City of Solvang, and was wheelchair accessible. Roll call followed and it was determined that a quorum was present.

**COMMISSIONERS PRESENT**

**First District (no vacancies)**

Judi Weisbart

**Second District (no vacancies)**

Sigrid Wright

Anna Everett (Chair)

Suzanne Peck

**Third District (no vacancies)**

Tracy Beard

Marianne Partridge

Karen Steinwachs

**Fourth District (2 vacancies)**

Tami Rabska

**Fifth District (2 vacancies)**

**COMMISSIONERS ABSENT**

Victoria Juarez\*

Charlotte Gullap-Moore\*

Heidi Summers \*

\* *Excused Absences*

**Public Comment** – None

**December 6, 2017 CFW Minutes** - Commissioner Peck made a motion to accept the meeting notes. This motion was seconded by Commissioner Partridge, and passed.

**Chair’s Report:** Chair Everett opened up a discussion of the March 2018 Women Speak Up Events. Commissioner Beard noted that the north County event committee decided against providing child care at their 3 events due to possible liabilities. Ms. Foley noted that per County Counsel the CFW would be covered by the County insurance. South County planning committee decided to continue to provide the childcare due to the fact it was offered when the events were first advertised. Chair Everett noted that at this point in our planning we were preparing individual “logistics” sheets for each event. Ms. Foley emailed samples out from last year and offered to re-email them out to all. Ms. Fitzwilliam will be preparing the 3 South County event logistics sheets detailing out the speaker



arrangements and the CFW facilitation arrangements in addition to food, child care, translation services etc.. There was agreement that a final report would need to be prepared from the 6 individual sets of meeting notes (Foley – south county/CAC – north county) and that Ms. Fitzwilliam agreed to prepare the report. Ms. Foley stated that Ms. Fitzwilliam (Margs) was preparing a final estimated budget that would include the final report for all events. The report would be presented to the School Board(s) and the Supervisors and individual cities where events are being held. Ms. Foley noted that Ms. Fitzwilliam’s budget should be in a range of \$1800-2000 with the final report. CFW members agreed to fund the final report. There was discussion of event brochures (prepared by Elena last year) being prepared. Chair Everett agreed to email the template to all.

There was a great deal of discussion about event promotions. Members asked Ms. Foley to ask Ms. Fitzwilliam to reach out to Radio Bronco for an interview. Chair Everett and Commissioner Beard are placing all events on CFW social media (CFW’s Facebook page). Commissioner Partridge agreed to place ads in the Independent. Ms. Foley will re-email blasts to nonprofit organizations closer to the date (February 26<sup>th</sup>). Ms. Foley will work with County Communications director to get a follow up Press Releases out Thursday February 22<sup>nd</sup> or 23<sup>rd</sup>.

There was discussion of having a survey (bilingual) handed out at each event. Chair Everett agreed to prepare the 5-6 questions and have County translate. Questions would ask age, ethnicity, and best part of event, what’s missing. Ms. Foley agreed to contact Commissioner Summers to get resource cards printed for events. Chair Everett and Ms. Foley agreed to work together on the CFW banner and pop-up signage (2 each) for the events. Chair Everett will locate the ground rules that were prepared for last year’s event. It was agreed that on **Tuesday, April 10<sup>th</sup>** the CFW would present their March events report/PowerPoint to the Board of Supervisors since it is also Equal Pay Day for all and we could speak to both items at the same time.

Other activities: No March CFW meeting due to the “Women Speak Up” events. Commissioner Beard is interested in moving forward with CEDWA. She also asked Ms. Foley to look into the possibility of having a “Hall of Fame” wall in County Administration buildings with pictures of past and current CFW awardees.

Commissioners noted that all should **HOLD THE DATE** for 2018 CFW RETREAT – June 6, 2018 during regular meeting time but an hour earlier and an hour later (4-8 p.m.). Location TBD.

**Adjourn – 7:30 p.m.**