



**Mayor's Commission on the Status of Women**  
**April 28<sup>th</sup>, 2014**  
**Mayor's Conference Room**  
**Notes**

Present: Ruth Ann Hepler, Roshanda Jackson, Donna Kulda, Pixie Larizza, Dr. Gail A. Patin, Dr. Shirley Leckie Reed, Oleta Riggs, Patt Sher, Sabrina Simmons, Dr. Ann Williams  
Absent: Dr. Shahla Masood, K.C. Padgett  
Staff: Alaina Reaves  
Guests: Phanessa Harris, Daphne Colbert

The April Mayor's Commission on the Status of Women February meeting was called to order at 4:42 p.m. by Chairwoman Pixie Larizza. There were welcomes and introductions from each Commissioner and the two guests, whose names are referenced above. The March minutes were reviewed and corrections noted, Roshanda Jackson motioned to approve the minutes with corrections, and Patt Sher seconded. The minutes were approved with unanimous consent.

**Chair's Report** the Gen W event on April 4<sup>th</sup> was successful with over 1,200 attendees. The poster that Dr. Williams designed will be kept at City Hall for future events. The Equal Pay Day luncheon on April 8<sup>th</sup> had about 50 attendees, and the plaques provided to the awardees were paid for by the Commission on the Status of Women. Pixie provided the Commission a list of MCSW-sponsored events.

The May MCSW meeting will hold elections for the executive board for the new Commission year. The nominating committee will be led by nominating-chair Patt Sher, other members are Dr. Shirley Leckie Reed, Ruth Ann, and Pixie Larizza.

Committee Chair Reports

**Advocacy & Education Report** Dr. Shirley Reed gave an update that the committee was doing well.

**Communications Report** Within the Communications update, Pixie Larizza and Donna Kulda discussed an online format for the public to submit events for the MCSW calendar. Required information: organization name, point of contacts (2), description of event, date, time, location, parking information, social media and website information. Daphne Colbert offered to create a form for events and make it available on the website.

Dr. Ann Williams gave an update on the Mother's Day Event sponsored with OICU Sister's Ministry for May 3<sup>rd</sup>. The event will be from 9:30 am to noon, and the address has been changed to 5364 Timuquan Road. The Mother's Day celebration will be in recognition of caregivers for children whose parents are incarcerated. The Commissioners are invited to attend the spa party.

**Women's History Month** Dr. Reed made a suggestion that for next year's Women's History Month that MCSW be formally included in the UNF WHM Special Collection. Roshanda Jackson made a motion to approve having UNF list MCSW as a sponsor in the WHM Special Collection, Sabrina Simmons seconded, and the motion passed unanimously.

**End of the Year Reports** Committee Reports are due by noon Monday May 12<sup>th</sup>. Committee Chairs should submit their final reports by Wednesday May 14<sup>th</sup>.

**Liaison's Report** the final expenses for Women's History Month was \$2,181.80. The Reddi Arts Framing cost \$390.30, Holmes Stamp Award (WHM plaques), Lithographic Services (Posters) \$119.00, and the UNF catering \$1,600.50. The Commission sponsored the Women's Center Equal Pay Day Luncheon and purchased the 3 Spirit of Rosie Awards bringing the March expenditures to a total of \$2,307.80. The remaining balance in the account is \$1,134.20.

Donna requested that with the budget update there be a breakdown of purchases and expenditures. In discussing the budget, it was also deliberated that a formal treasurer position be added to the executive board, this decision would require and review and addendum to the MCSW charter.

There was a discussion about appointing new Commissioners. Ruth Ann Hepler advised that in the application process that the calendar and meetings date be clearly expressed. Daphne Colbert referenced other boards and commissions that generally recommend the names of members that they want on the board. Also, when Daphne and Mia Jones interview candidates for boards and commission they can look for qualities that would fit the Commission on the Status of Women. Other boards also require minimum attendance to 3 board meetings before going through the application process.

The JAXChamber Women's Professional Council has asked for a Commissioner to speak about MCSW for their June meeting on June 18<sup>th</sup> from 11:30 am – 1:00pm at Maggiano's. It was suggested to bring the MCSW postcards and Women Up Report. Ruth Ann Hepler is a member of the WPC, and volunteered to speak on June 18<sup>th</sup>.

Next month voting takes place for the 2014-2015 MCSW Executive Committee, attendance is highly encouraged as a quorum is needed for voting purposes. The meeting concluded with a review of the elections process and the active Committees with Chairs need including: Education & Advocacy, Communications, and Celebrations. The positions for the Executive Board are: Chair, 1<sup>st</sup> Chair, and 2<sup>nd</sup> Vice Chair. The next upcoming event in the Women Up! Forum in the fall.

A request was made that each Commissioner reach out and invite applicants to serve on the Commission.

The meeting was adjourned at 6:02 p.m.

**Next MCSW Meeting: June 23, 2014 - 4:30 pm – 6:00 pm**  
**Mayor's Large Conference Room City Hall 117 West Duval Street**