



Commission for Women MINUTES

**REGULAR MEETING
December 7, 2011**

The Commission for Women convened in a regular meeting on December 7, 2011 at City Hall, 301 W. 2nd Street, Room #1101 in Austin, Texas.

Chair Julia Cuba called the Board Meeting to order at 1:40 p.m.

Board Members in Attendance: Julia Cuba, Amy Welborn, Veronica Garcia, Flannery Bope, Julia Aguilar, Marilyn Bostick

Staff in Attendance: Mike Hockmuller, Sandra Adame, and Mecia Griffin

APPROVAL OF MINUTES

Chair Julia Cuba asked Commission members to review minutes from the November 2 meeting. Commissioner Welborn moved to approve the minutes from the commission meeting held on October 5, 2011. Motion to approve minutes was seconded by Commissioner Cuba and minutes were approved with no objection.

STAFF BRIEFING

1. ACW 2012 Meeting Location Schedule

- Meetings will be in Rm. 1033 instead of Boards and Commissions Room, except for Feb., May and August where it is scheduled for Council chambers. Sandra Adame stated that Rm. 2017 is available, but with time restrictions. It was decided to change the Feb., May and August meetings to Rm. 2017 and keep the rest in Rm. 1033.

2. ACW Facebook page

- Staff liaison Sandra Adame will become the administrator for the ACW Facebook page. She will go through the City's Public Information office to make sure that the commission is in compliance with the City of Austin Social Media Guidelines.

OLD BUSINESS

1. Confirmation of Election of Officers

- Voting took place at November 2 meeting for Commission Chair, Vice-Chair, and Secretary, and all members accepted. Julia Cuba is Chair, Amy Welborn is Vice Chair, and Flannery Bope is Secretary.

NEW BUSINESS

1. July ACW meeting

- July meeting falls on July 4. Last year, a majority of commissioners were out on vacation leave. Commissioner Welborn motioned to cancel the July 2012 meeting. Commissioner Aguilar seconded. Motion passed with no objection.

2. Compile planning procedures for future Women's Hall of Fame

- Timeline for the September Hall of Fame event was discussed. Press releases, letter, fliers, website placement were launched in June this year, with winners being voted on in August and event in September.
- Discussion followed on how to improve attendance for next year's event, including changing the day of the week, communication for invites, and parking.
- It was suggested that for next year's Hall of Fame event, nominations occur in March, with a review of nominations at the end of June. Also, changing the June meeting towards the end of the month. Commissioner Bostick motioned to have a special-called meeting at the end of June to vote on Hall of Fame winners. Commissioner Garcia seconded and motion passed without objection. Exact day and time to be determined.
- Commissioner Welborn motioned to cancel the June 6 meeting. Commissioner Aguilar seconded and motion passed without objection.

3. Texas Commission for Women Ideas

- Chair Julia Cuba suggested inviting Leslie Gilbert Guthrie from the Texas Commission for Women to speak at an ACW meeting to identify focus for the commission.

4. Goals for 2012 planning

- Sandra Adame will look for previous goals and workplans and e-mail to commissioners.

FUTURE AGENDA ITEMS

1. Review Hall of Fame nomination form

PUBLIC HEARINGS: None

CITIZEN COMMUNICATION: None

ADJOURN: Commissioner Bostick moved to adjourn the meeting at 2:40pm, seconded by Commissioner Garcia. Motion was approved without objection. Chair Cuba adjourned the meeting.

