



Frederick County Commission For Women

401 Sagner Avenue
Frederick, MD 21701
(301) 600-1200

CFW@FrederickCountyMD.gov

www.FrederickCountyMD.gov/fccfw

www.Facebook.com/fccfw



**Frederick County Commission for Women: Public Meeting
Tuesday, March 14, 2023
7:00pm
Winchester Hall**

COMMISSIONERS

Maura M. Page
President

Melissa Atherholt
Vice President

Cindy Shubin
Recorder

Kate O’Leary
Treasurer

Marguerite Vacca-Kaye
Member-at-Large

Edwina Benites-LM
Lakshmi Darbha
Valerie Dougherty
Lois Jarman
Shauna Mulcahy

- . **Roll Call of Commissioners and Introduction of Guests**
- I. Approval of Minutes from December 2022 meeting**
- II. Committee Reports**
 - A. Executive Committee** 5 min
 - 1. Appointment of Melissa Atherholt as Vice President
 - 2. Treasurer’s Report
 - B. Outreach – Chair, Lakshmi** 5 min
 - C. Voter Outreach and Education – Chair, Kate** 5 min
 - D. Raving About Women Annual Awards – Chair, Shauna** 10 min
 - E. Recruitment – Chair, Melissa** 5 min
 - F. SheLEADS – Chair, Maura** 10 min
 - 1. April Leadership workshop
 - G. Legislative Committee – Chair, Eddie** 10 min
- III. Commission Business - Old Business** 15 min
Review of changes to By-Laws: Article V Membership, Meetings, Quorum, Attendance – Secions 1, Section 2 and Section 5 – see attached recommended changes. Post accepted changes to be voted on at the April 2023 meeting
- IV. Commission Business - New Business** 10 min
- V. Commissioner and Guest Announcements**

ADJOURNMENT

Next Public Meeting will be Monday April 24, 2023, 7p.m., Webex

*The Commission for
Women is affiliated with
Frederick County
Government*

Our Mission: To create a stronger community by addressing challenges and fostering unlimited opportunities for all women.

The FCCFW is a non-partisan organization that does not discriminate on the basis of gender, age, race, ethnicity, sexual orientation, religion, education, employment, economic standing, political affiliation or national origin. © 1993-2019 FCCFW Rev. 01/12/23



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Proposed By-Law changes:

Article V. Membership, Meetings, Quorum, Attendance

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Section 1. Membership Meetings. All Commission meetings shall be at a Frederick County location **or via Webex**, be open to the public and be accessible to the handicapped. Minutes shall be recorded for all Membership meetings.

Section 2. Regular Membership Meetings. **The Commission will hold monthly public meetings with the exception of July when no meeting will be scheduled.** A calendar of meeting dates shall be part of the public record, and shall be publicized. Special meetings may be called as needed by a majority of the Members in office or the Executive committee with three (3) business days notice by phone or email.

Section 5. Annual Review & Planning Meeting. Within the first three (3) months of each fiscal year (July, August, September) the Membership shall meet to evaluate the activities of the Commission, reevaluate the long-range plan **and in following the requirement that "Each public entity subject to the Open Meetings Act must designate at least one employee, officer, or member to receive training on the requirements of the Act" a commissioner shall be designated during this planning meeting.**

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