

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 Monday July 31, 2023 6:45pm Open Meeting via WebEx

Meeting Minutes

COMMISSIONERS

Cindy Shubin

President

Shauna Mulcahy

Vice President

Sesha Jupudi

Recorder

Kate O'Leary

Treasurer

Maura Page

Past President

Marguerite Vacca-Kaye

At large

Melissa Atherholt

Rosario Campos

Valerie Dougherty

Lois Jarman

Roll Call of Commissioners and Introduction of Guests

Cindy Shubin called the meeting to order at 6:48 p.m., a quorum was present.

Commissioners Present: Maura Page, Melissa Atherholt, Cindy Shubin, Marguerite Vacca-Kaye, Valerie Dougherty, Sesha Jupudi, Rosario Campos, Shauna Mulcahy

Commissioners Absent: Kate O'Leary, Lois Jarman

Guests: Zohreh Rezazadeh (prospective Commission member)

President's Priorities for the fiscal year

- Legislative issues – Cindy noted that she has asked our County Council rep Councilwoman Renee Knapp to give a brief overview at our monthly Commission meetings regarding County Council legislative activity.
- This year is the runup to the next presidential primary; voter registration of women in historically disenfranchised areas is a priority. We should consider partnering with the non-partisan groups like League of Women Voters on voter registration tabling.
- Recruiting Members to the Committee – The Frederick County Commission for Women (FCCFW or Commission) consists of 15 members under our bylaws. We currently have only 9 members. Accordingly, recruiting new members is a key priority for this fiscal year.

Commission Business - Old Business None noted.

Commission Business - New Business

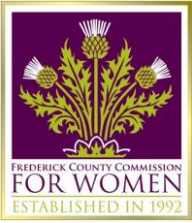
1. Melissa reiterated the Commission's mission and purpose.
2. This year the Commission has decided to have 3 committees:
 - a. Legislative (includes voter outreach as well). The committee will be renamed to *Legislative and Voter issues*. A new Chair needs to be identified.
 - b. Outreach and Community Concerns (includes SheLeads, Signature Event, Marketing/Social Media and other Community Outreach). Rosario will be the committee Chair. Sesha will continue working with Maura and Melissa on SheLEADS.

*The Commission for
Women is affiliated with
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Government*

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

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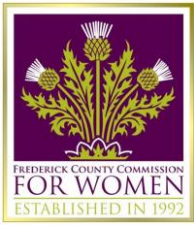
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- c. Recruitment. Commissioners want recruitment committee be proactive in recruiting. Commissioners to “advertise” using social media and reach out to their networks, in addition to the County publishing the periodic list of vacancies. Recruitment committee to update handbook.
- d. Cindy asked Commissioners to email her and Melissa with their 1st and 2nd choices of Committees, as well as sub-committees where applicable.
3. Marguerite to prepare a 1-page summary on rape and sexual assault reporting issues specifically describing the issue, what she would like to do as far as county-wide research, and what actions she proposes regarding the findings of the Commission. She will give a brief presentation on her proposal at our next regular Commission meeting.
4. Val provided an overview of MD Commission for Women virtual event. She found it eye opening and learned about the initiatives of other Commissions in Maryland. She also shared with them the initiatives of our FCCFW. She informed the commissioners that the National Commission for Women is looking for local Commission members to be on their committees.
5. Val proposed that FCCFW should be more active on social media to help with our visibility and attendance at events, recruiting efforts, and outreach to women in the community. Ideas such as a periodic newsletter, being more active on Instagram, and paying for a mailchimp account to reach out to followers were proposed. The Community Outreach committee will take the lead on any such initiatives.
6. Rosario proposed that outreach committee should focus on displaced homemaker and disenfranchised women project.
7. Cindy and Shauna recommended that the Commission change the process of voting on potential new members on a quarterly basis as a result of the 6 current Commission vacancies. Once potential recruits attend 2 meetings/functions and have submitted an application to the county with their resume, an interview with FCCFW will be scheduled, and at the next monthly meeting after the interview the candidate would be discussed and voted on internally in a closed session. If the Commission approves the new member, we will recommend the recruit to the county. Melissa will check with Joyce on how to handle when we have more candidates than the number of open positions. For example, are we able to use Social Media to “advertise” open positions in advance to proactively recruit when we are aware that one of more Commissioner terms are expiring and we’ll have open positions as of July 1st?

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8. Melissa proposed that the Commission should have an offboarding policy for Commissioners that leave the FCCFW - they hand over a summary of their activities and the accounts that they managed so it is easier for other Commissioners to take over.
9. Commission will discuss and vote on a potential new Commissioner Zohreh Rezazadeh in a closed session after the next public meeting.
10. Melissa indicated that she expects to complete our Commission's FY22-23 annual report in September.

Next Public Meeting will be a virtual meeting on Monday, August 28, 2023, 7p.m.

ADJOURNMENT Meeting was adjourned by Cindy at 8:39pm without objection.

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