

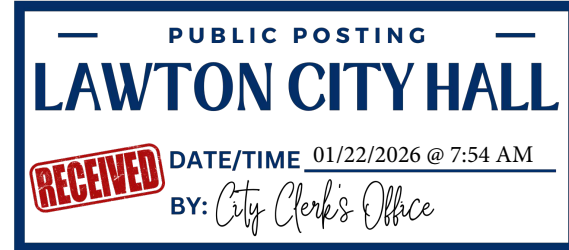
MAYOR'S COMMISSION ON THE STATUS OF WOMEN

REGULAR MEETING AGENDA

January 27, 2026

212 SW 9<sup>TH</sup> Street-Lawton, Oklahoma

Banquet Room



**OFFICERS:**

**CHAIRPERSON:** Wyonna Alberty

**FIRST VICE CHAIR:** DoBanney Scott

**SECOND VICE CHAIR:** Nicky Pack

**TREASURER:** Elanor Peterson

**SECRETARY:** Patricia Williams (Secretary Substitute)

**PARLIAMENTARIAN:** U.Lisa Williams

**I CALL TO ORDER AND ROLL CALL:** U.Lisa Williams

**II INVOCATION**

**III WELCOME GUESTS**

**IV NEW COMMISSIONERS:** Monique Bailey

Carina Cressey

Debbie Gleavis

Cheryl Tate

**V BUSINESS:**

**A) MINUTES:** Consider approval December 16, 2025 Mayor's Commission on the Status of Women's minutes. (Copy of minutes with the Office of the City Clerk).

**RECOMMENDED ACTION:** Motion to approve/amend December 16, 2025.

**B) FINANCIALS:** Consider approval of the financial statement. (Copy of financial statements filed with the Office of the City Clerk).

**C) RECOMMEND ACTION:** Motion to approve financial statement.

**D) APPROVAL: BYLAWS**

**E) DISCUSS/APPROVAL DATE FOR PHOTO OF COMMISSIONERS FOR PRINTING TRIFOLDS.**

**F) DISCUSSION/APPROVAL EXECUTIVE BOARD MEETING VIRTUAL/IN PERSON.**

**G) DISCUSSION/VOTING/APPROVAL FOR EVENTS TO BE ATTENDED BY COMMISSIONERS/NETWORKING WITH OTHER WOMEN ORGANIZATIONS.**

- H) **DISCUSS/VOTING FOR WOMEN VETERAN SUMMIT ON MARCH 14, 2026 PARTICIPATION.**
- I) **DISCUSSION OF OUTSTANDING WOMAN OF COMANCHE COUNTY/LAWTON BIRTHDAY.**
- J) **DISCUSS/APPROVAL OF EDUCATIONAL PROGRAM TARGETING WOMEN CHALLENGES.**

**VI REPORTS:**

**MEMBERSHIP:** Patricia Williams

**PUBLICITY:** Tiera Acree

**EDUCATION:** Tiera Acree

**CITIZEN OF THE MONTH:** Nicky Pack

**SET FOR SUCCESS:**

**STEERING COMMITTEE:** U.Lisa Williams

**BYLAWS:** Nicky Pack

**NEXT MEETING: February 24, 2026**

MAYOR'S COMMISSION ON THE STATUS OF WOMEN

REGULAR MEETING MINUTES

December 16, 2025

212 SW 9th Street- Lawton, Oklahoma

**OFFICERS:**

**CHAIRPERSON:** Wyonna Alberty

**FIRST VICE CHAIR:** DoBanney Scott

**SECOND VICE CHAIR:** Nicky Pack

**TREASURER:** Elanor Peterson

**SECRETARY:** Patricia Williams (Secretary Substitute)

**PARLIAMENTARIAN:** U.Lisa Williams

**I CALL TO ORDER AND ROLL CALL:** W. Alberty and U. Lisa Williams

**II INVOCATION:** W. Alberty

**III WELCOME GUESTS:** Debra Gleaves, Councilwomen Elect Tiffiney Dimery, Matina Davis

**IV BUSINESS:**

**A) MINUTES:** Consider approval November 20, 2025 Mayor's Commission on the Status of Women's minutes. (Copy of minutes with the Office of the City Clerk).

**Motion to approve November 20, 2025 minutes by U. Williams**

**Second by E. Peterson**

**Yes 4 No 0 Abstain )**

**Motion Carries**

**B) FINANCIALS:** Consider approval of the financial statement. (Copy of financial statements filed with the office of the City Clerk).

**Motion to approve financial statement by R. Norrell**

**Second by N. Pack**

**Yes 4 No 0 Abstain 0**

**Motion Carries**

**D) DISCUSSION/APPROVAL: APPENDING OF BYLAWS**

**Motion to table until final amendments are made by P. Williams**

**Second by R. Norrell**

**Yes 4 No 0 Abstain 0**

**E) DISCUSSION/APPROVAL OF UPDATED PICTURE OF CURRENT COMMISSIONERS/MAKING OF TRIFOLDS WITH COMMISSION PURPOSE AND PHOTO OF CURRENT COMMISSIONERS.**

**We will coordinate the time to update MCSW Commissioners Photo for COL website**

**No Action**

**F) EDUCATIONAL PROGRAM TARGETING WOMEN CHALLENGE**

**Bring in speakers that specialize in Women's Issues and invite the public**

**No Action**

**G) EXECUTIVE BOARD MEETING VIRTUAL/IN PERSON**

**No Action**

**H) DISCUSSION/VOTING ON PURCHASING T-SHIRTS TO INCLUDE MAYOR'S COMMISSION LOGO ON THEM**

**Remaining budget will go towards a community effort for women. No T-shirts**

**No Action**

**I) DISCUSSION/APPROVAL FOR EVENTS TO BE ATTENDED BY COMMISSIONERS/NETWORKING WITH OTHER WOMEN ORGANIZATIONS (EXAMPLE BUSINESS PROFESSIONAL WOMEN. ISSUES WOMEN ARE FACING IN THE COMMUNITY.**

**Commissioners were invited to attend the 100<sup>th</sup> Anniversary of Lawton Business Women on January 7<sup>th</sup> and Dress for Success event for women veterans on March 14<sup>th</sup>.**

**Motion to approve free vendor booth for event by R. Norrell**

**Second by N. Pack**

**Yes 4 No 0 Abstain 0**

**Motion Carries**

**J) DISCUSSION/VOTING ON PURCHASING ROBERT RULE OF ORDER BOOKS**

**Motion to approve by R. Norrell**

**Second by E. Peterson**

**Yes 4 No 0 Abstain 0**

**Motion Carries**

**K) DISCUSSION OF OUTSTANDING WOMAN OF COMANCHE COUNTY**

**Need applicants. No Action.**

**V PRESENTATION: OKLAHOMA WOMEN VETERAN/BUSINESS PROFESSIONAL WOMEN**

**No Action.**

**VI REPORTS:**

**MEMBERSHIP:** Patricia Williams

Name tags are in. Need to create an SOP for commissioners to turn in Notebooks when they resign.

**PUBLICITY :** Tiera Acree

Commissioners need to follow, like, and share MCSW page and post.

**EDUCATION:** Tiera Acree

Committee is working on an educational seminar for women in the community

**CITIZEN OF THE MONTH:** Nicky Pack

Nothing new to report.

**SET FOR SUCCESS:**

Nothing new to report.

**STEERING COMMITTEE:** U.Lisa Williams

Committee is working on vision and values to guide commissioners.

**BYLAWS:** Nicky Pack

Bylaws are being updated.

**NEXT MEETING:** January 27, 2026

**Adjournment:** 1:30PM

**Motion to adjourn by P. Williams**

**Second by R. Norrell**

**Unanimous**

**Motion Carries**

**Patricia Williams, Secretary Substitute**

*Patricia Williams*

**Wyonna Alberty, Chari**

*Wyonna Alberty*

## FYE 2026 Financial Report to December 15, 2025



Date	Vendor	Description	PO #	Amount	Balance
10/14/2025	City of Lawton	MCSW Funding and Limited Services Agreement	22602824	\$1,500.00	\$1,500.00
10/23/2025	Cameron University Print Shop	Name tags for Commissioners	22602824	(\$22.50)	\$1,477.50



THE MAYOR'S COMMISSION ON THE STATUS OF WOMEN  
LAWTON, OKLAHOMA

BYLAWS

January 27, 2026

ARTICLE I

Name and Purpose

**Section 1.** The name of this organization shall be The Mayor's Commission on the Status of Women (MCSW) as established by Ordinance 89-13 on March 28, 1989 and codified under Lawton City Code Section 2-3-13.

**Section 2.** The purpose of the MCSW is to identify problems faced by women in the Lawton-Fort Sill community, advise the Mayor and City Council on these problems, and seek remedies to these problems by:

- A. Reviewing and strengthening existing services available in the community and promoting self-growth opportunities for women through continuing education programs and a strong network support system;
- B. Recommending programs and policies designed to alleviate inequities facing women;
- C. Educating the community on the status of women by publicizing in all appropriate ways information on their rights and obligations;
- D. Acting as a central clearing house and a coordinating agency for activities and information relating to the status of women in the community;
- E. Stimulating awareness in the public and private sector of the full potential and importance of contributions by women to the development of the community and highlighting organizations and individuals who have made outstanding contributions;
- F. Encouraging and promoting access to all levels of government by women; and
- G. Developing and promoting programs that enrich the quality of life for all women in the community.

## **ARTICLE II Membership**

**Section 1.** The membership of the MCSW shall consist of not more than seventeen (17) members. All members of the MCSW must be actual residents of the ward, district, county or area from which they are appointed.

**Section 2.** The members of the MCSW shall be appointed by the City Council based upon the nomination by the Mayor as follows: One member shall be nominated from each ward in the city of Lawton; one member shall be nominated from Fort Sill; and eight (8) at large members, with at least five (5) of those members residing in the City of Lawton; or, as otherwise provided by the City Code.

**Section 3.** To help establish quorum when needed, the Chair may call on up to three participating alternate members—designated from the City Clerk’s Office, City Manager’s Office, and either the City Council or Mayor’s Office—without nomination or confirmation. Alternates may vote and participate fully when serving in place of an absent member, except the Mayor, who may participate in discussion and count toward quorum but not vote. Alternates must follow all MCSW bylaws and serve for the duration of their employment or elected term, rotating into service based on seniority.

**Section 4.** Each member of the MCSW shall be appointed for a term of three (3) years and/or until a successor is named, **Add: and/or serve until term of appointing council member.** No member shall serve more than three (3) consecutive terms, each consisting of three (3) years. However, after serving three (3) terms for a total of nine (9) consecutive years, a member may serve again after remaining inactive for one (1) full three (3) year term.

**Section 5.** Appointments to fill any vacancy on the MCSW shall be by majority vote of the City Council and that member shall serve for the remainder of the unexpired term of office. Filling an unexpired term does not constitute a full term towards the three (3) term limitation.

**Section 6.** Applications can be obtained through the Mayor’s Office and can be submitted at any time. Completed applications will remain on file for two (2) years and may be used by the Mayor to make nominations to fill vacancies or by the MCSW to fill committee positions.

**Section 6.** Members may not hold elected office or become candidates for election to any City of Lawton office while serving on the MCSW.

### **ARTICLE III Duties of Members**

**Section 1.** Ensure that the MCSW operates in compliance with the Bylaws and adopts such Bylaws deemed best for the conduct of its business.

**Section 2.** Any appointed member of a City of Lawton board, commission or advisory body who has three (3) unexcused absences from consecutive regular meetings shall automatically cease to hold such appointed office, and the office shall therefore immediately be declared vacant. Such vacancy shall be filled by appointment by the mayor subject to confirmation by the council. If the ordinance or resolution creating the board, commission or advisory body establishes an appointment procedure for initial and successor members, that procedure shall apply in this instance. For purposes of this paragraph “unexcused absence” shall mean an absence from a meeting that was not excused by the chairperson of the applicable board, commission or advisory body in advance of the beginning of the meeting.

**Section 3.** Volunteer for at least one (1) committee.

### **ARTICLE IV Officers and Executive Board**

**Section 1.** The Officers shall consist of a Chair, Vice-Chair, Second Vice- Chair, Recording / Corresponding Secretary, and Treasurer collectively constitute the Executive Board to include the Parliamentarian.

**Section 2.** The Chair shall be elected by the membership of the MCSW. Any member nominated for the office of Chair must have served in an elected position and have served one term prior to holding that office. In the event that no member meets the requirements to assume the office of Chair, the nominating committee will be responsible to vet members who declare interest in the position. The committee will slate those members they believe understand the organization structure and possess the leadership skills to serve as Chair. The Chair shall not vote except to resolve a tie. The term of office shall be one (1) year. The Chair may serve no more than two (2) consecutive terms.

**Section 3.** The Vice-Chair, Second Vice-Chair, Treasurer, and the Recording/Corresponding Secretary shall be elected by the membership of the MCSW. The term of office shall be one (1) year. These officers may serve no more than two (2) consecutive terms.

**Section 4.** The Parliamentarian shall be appointed by the Chair immediately upon being elected and is entitled to vote. The term of office shall be one (1) year.

### **ARTICLE V**

## **Duties of Officers and Executive Board**

### **Section 1.** The Chair shall:

- A. Preside at all meetings of the MCSW and ensure compliance with the Oklahoma Open Meetings Act, Oklahoma Open Records Act, and MCSW Bylaws;
- B. Establish the agenda of all matters to come before the MCSW at least seven (7) days prior to the regular monthly meeting;
- C. Oversee all MCSW activities;
- D. Appoint the Parliamentarian in accordance with the Article IV, Section 4 of the MCSW Bylaws;
- E. Appoint such committees and positions as may be necessary for the operation of the MCSW;
- F. Serve as an ex officio member of all committees; and
- G. Follow up on matters of absenteeism in accordance with the Article VIII, Section 9 of the MCSW Bylaws.

### **Section 2.** The Vice-Chair shall:

- A. Act in the absence, disqualification, or disability of the Chair and assume those duties, responsibilities, and authority otherwise vested in the Chair;
- B. Chair the Outstanding Women of Comanche County Event Planning Committee; and
- C. Perform other duties as requested by the Chair.

### **Section 3.** The Second Vice-Chair shall:

- A. Act in the absence, disqualification or disability of the Vice-Chair, and assume those duties, responsibilities, and authority otherwise vested in the Vice-Chair;
- B. Co-chair the Bylaws Review Committee with the Parliamentarian, and ensure the Bylaws are reviewed every two (2) years in accordance with Article XII, Section 4 of the MCSW Bylaws; and
- C. Present recommended changes to the Bylaws to the MCSW at least sixty (60) days prior to a vote.

**Section 4. The Recording / Corresponding Secretary shall:**

- A. Attend all meetings and record, sign, and preserve the minutes of all regular and special MCSW meetings and present them for approval at the following MCSW meeting;
- B. Prepare a notice of meetings and the agenda and mail/e-mail the same to MCSW members at least one (1) week prior to the next regular meeting;
- C. Make available an approved copy of MCSW meeting minutes in a designated place where all members may read them;
- D. Submit one (1) copy of the minutes of all meetings and financial statements to the Mayor's Office in accordance with regulations and other applicable policies; and
- E. Prepare any other records or correspondence needed.

**Section 5. The Treasurer shall:**

- A. Attend all monthly meetings. Compile and submit a current printed financial report regarding income and expenses for city-provided funding and donated funds to include designated donations. Provide each commissioner with a copy of the monthly financial report. Provide other financial reporting as requested by the chair and the commission.
- B. Review financial procedures and reporting and advise the commission on financial strategy.
- C. Ensure the commission complies with all applicable city regulations.
- D. Coordinate with the City Clerk's Office for all purchasing activities. The City Clerk's Office will open all purchase orders and complete all purchases on behalf of the Mayor's Commission to ensure full compliance with the City's purchasing policies.

**Section 6. The Parliamentarian shall:**

- A. Attend all meetings and ensure that all meetings run in an orderly manner and within the dictates of Roberts Rules of Order Newly Revised and the current Bylaws of the MCSW;
- B. Oversee voting procedures and count votes;

- C. Co-Chair the Bylaws Review Committee with Second Vice-Chair;
- D. Maintain and make available to the membership current copies of the MCSW Bylaws;
- E. Chair the Nominating Committee for Election of Officers.

**Section 7.** The Executive Board shall:

- A. Propose annual activities for approval by the MCSW membership and establish a calendar of events;
- B. Oversee the financial administration of the commission.
- C. Convene an independent panel of judges to select The Outstanding Woman of Comanche County by April; and

**ARTICLE VI**  
**Appointed Positions**

**Section 1.** The MCSW Chair may appoint members to the following positions as may be necessary for the operation of the MCSW:

- A. Membership Chairperson. Responsibilities shall include:
  - 1. Actively seek new members.
  - 2. Compile and distribute MCSW notebooks to new members;
  - 3. Maintain and distribute monthly to members a current roster of MCSW members including their tenure and the date of revision.
  - 4. Prepare, distribute and maintain permanent nametags for meetings and events following new member's participation in two meetings.
- B. Publicity Chairperson. Responsibilities shall include:
  - 1. Coordinate all publicity for the MCSW; and
  - 2. Maintain and update the bulletin board located at City Hall.
  - 3. Take all photos and share with the Historian.
- C. Education Chairperson. Responsibilities shall include: planning and

coordinating participation in educational activities such as continuing education programs, conferences and workshops.

D. Historian. Responsibilities shall include:

1. Compile MCSW photo album for the archives.
2. Create a small photo album presented annually to the Mayor and MCSW chair.
3. Share photos with the Publicity Chairperson as needed.
4. Coordinate the display table of historical photo albums as requested by the Chair.

**Section 2.** Members appointed to Appointed **Chair Position** may form a **committee** to assist with the performance of their duties. Participation on such committees shall not be limited to MCSW members.

**Section 3.** Members appointed to Appointed **Chair Position** shall hold the position for the remaining term of the MCSW Chair, unless otherwise limited by the MCSW Chair at the time of making the appointment. The MCSW Chair may fill vacancies as required.

## **Article VII Standing Committees**

**Section 1.** Standing Committee Chairs shall be appointed by the MCSW Chair unless otherwise designated herein.

**Section 2.** Standing Committee Chairs shall present After Action Reports to MCSW after special events.

**Section 3.** The Citizen of the Month Committee shall:

- A. Distribute nomination forms to appropriate agencies and organizations throughout the community;
- B. Obtain completed forms from the Mayor's office;
- C. Verify that nominees have not previously received the Citizen of the Month Award;
- D. Verify the volunteer status of all nominees;
- E. Present the names and supporting documentation of eligible nominees to commission members for review and selection;

- F. Inform nominating parties of the status of their nomination; and
- G. Coordinate with Publicity Chairperson to publicize the winner of the Citizen of the Month Award with local media.

**Section 4.** The Outstanding Woman of Comanche County Event Planning Committee shall:

- A. Be presided over by the Vice Chair;
- B. Solicit nominations from all areas of Comanche County by distributing nomination forms to local newspapers and other media outlets, as well as public and private organizations in the community; (need a due date)
- C. Ensure that completed nomination forms are submitted to the panel of judges no later than April (need a date or within time), and that all nominees are notified at least forty-five (45) days (may need time line change) prior to the awards reception; and
- D. Be responsible for planning the awards reception, to include reserving location, coordinating refreshments, sending invitations at least thirty (30) days prior to the event, making programs, obtaining gifts for nominees, and obtaining door prizes.

**Section 5.** The Nominating Committee for Election of Officers shall:

- A. Be chaired by the Parliamentarian and consist of the parliamentarian and two active MCSW members, excluding those interested in being nominated for election as an officer, other than the Parliamentarian.
- B. The Nominating Committee shall be formed no later than the February meeting.
- C. Accept nominations for the five (5) officer positions of the MCSW at the regular meeting in March;
- D. Contact all MCSW members individually to determine their interest in holding an office; and
- E. Prepare a slate of one (1) or more nominees for each elected officer position and present it to the MCSW at the regular April meeting, or at least thirty (30) days prior to voting. The slate shall include the nominations received from the floor, names obtained by individually contacting MCSW members, and any suggestions the Nominating Committee may have.

## ARTICLE VIII Meetings and Quorums

**Section 1.** All business is to be conducted in accordance with the Oklahoma Open Meeting Act. The rules contained in Robert's Rules of Order Newly Revised will govern the MCSW meetings unless otherwise specified in these Bylaws. (Moved from section 8)

**Section 2.** Regular meetings of the MCSW will be held on the fourth Tuesday of each month in a designated conference room. When the date of a regular meeting comes on a legal holiday, the Chair will designate the date for the next regular meeting.

**Section 3.** The Recording / Corresponding Secretary will publish a notice of the meeting and agenda of all matters to come before the MCSW and mail or e-mail the same to all MCSW members at least one (1) week preceding the next regularly scheduled meeting. Any MCSW member may request items be placed on the agenda by advising the Chair no later than twelve (12) o'clock p.m. ten (10) days preceding the next regularly scheduled meeting. Notice of the meeting and the agenda must be posted at City Hall no later than forty-eight (48) hours in advance of the meeting.

**Section 4.** Special meetings may be called by the Chair at any time giving suitable notice of the time and place of such meeting to all members, and may also be called upon the request of any six (6) members. Notice of special meetings and their agendas must be posted at City Hall at least seventy-two (72) hours in advance of the meeting.

**Section 5.** A majority of the current membership of the MCSW must be present to constitute a quorum. Decisions on any issue are determined by majority vote of the quorum (50 percent plus 1). Vacancies in the Commission shall not impair the right of the remaining members to exercise all powers of the Commission.

**Section 6.** Each member of the MCSW is entitled to one vote, except for the Chair who votes only to resolve a tie. MCSW members may not vote by proxy.

**Section 7.** Proceedings of MCSW meetings are recorded in summary form by the Recording / Corresponding Secretary, and include the name of members in attendance and names of members absent. Reports shall be given by committees as necessary, and opportunity for comment may be given by the Chair.

**Section 8.** The minutes and financial report of the preceding month shall be reviewed and approved by the MCSW and signed by the Chair and Recording / Corresponding Secretary. The financial report shall be reviewed and approved by the MCSW and signed by the Chair. Both shall then be submitted to the mayor or a designated representative of the mayor's office.

**Section 9.** Any appointed (Question-only notes appointed what about elected) member who has not participated in regular meetings or MCSW activities for a period of sixty

(60) days will be contacted by the Chair, to determine the member's intentions to participate on the MCSW and check status to determine if a vacancy will be declared in thirty (30) days. If the member is unable to resume active participation in MCSW meetings and/ or activities, the member must send a resignation letter directly to the mayor or a designated representative of the mayor's office. Such vacancies shall be filled by nomination by the Mayor subject to confirmation by the City Council. (Revised)

## **ARTICLE IX Elections and Voting**

**Section 1.** The Nominating Committee for Election of Officers will prepare a slate of officers which will be presented to the MCSW at the April meeting. The Chair must receive the written consent of all nominees ten (10) days prior to the election or that nomination will not be placed on the ballot.

**Section 2.** The five officers (Chair, Vice-Chair, Second Vice-Chair, Recording/Corresponding Secretary, and the Treasurer will be elected by the membership at the regular MCSW meeting in May and will be installed at the conclusion of the June meeting.

**Section 3.** A majority of the current membership must be present for elections. MCSW members may not vote by proxy. Officers will be elected by simple majority.

**Section 4.** Voting will be conducted by secret written ballot. If there is only one (1) nominee for an office, acceptance by acclamation is authorized.

**Section 5.** The Chair may change the dates of nominations, election, and installation, if deemed necessary.

## **ARTICLE X Activities**

**Section 1.** The MCSW shall work to obtain data on the status of women in the Lawton-Fort Sill Community and identify issues facing women in the community. Sources of data may include, but are not limited to, formal and informal surveys, census data, employment statistics, et cetera. This information will be used to guide the Commission's yearly activities and programs.

**Section 2.** The MCSW shall coordinate with other community organizations to sponsor continuing education programs, conferences and workshops that address women's issues.

**Section 3.** The MCSW shall recognize individuals who have made outstanding contributions to the Lawton- Fort Sill community, including but not limited to, the following:

- A. The Outstanding Woman of Comanche County: This award shall be given annually. The MCSW shall solicit nominations from all areas of

Comanche County. The Executive Board of the MCSW will convene six (6) members of the Lawton-Fort Sill community, to review nominations and select the Outstanding Woman of Comanche County. The MCSW shall coordinate an OWCC award reception. Commission members are not eligible to nominate or be nominated for this award.

- B. Citizen of the Month: This award will recognize outstanding volunteers in the Lawton-Fort Sill community. The Citizen of the Month Committee shall present the applications of eligible nominees to the commission for selection at its regular meetings. The Citizen of the Month Award shall be presented to the recipient at the first City Council meeting of the month following selection of a recipient. To allow adequate time to select and notify a Citizen of the Month, the selection of a recipient will be completed during the previous month. Commission members are not eligible to nominate or be nominated for this award.

**Section 4.** The MCSW shall network with other community organizations and support their efforts to address challenges faced by women.

**Section 5.** The MCSW shall coordinate Special Projects, including but not limited to, sponsoring community organizations that provide direct assistance to women, such as shelters, group homes, etc., by making charitable contributions as needed.

## **ARTICLE XI Finances**

**Section 1.** Funding for MCSW activities is determined and approved annually by the Mayor and City Council. The fiscal period is from July 1 of the current year through June 30 of the next year. Any requests for funds or reimbursements must be submitted to the Mayor's Office by the last business day in May.

**Section 2.** Expenditures may include those relating to: educational programs, Outstanding Woman of Comanche County Award, Citizen of the Month, and MCSW supplies (nametags, shirts, notebooks, etc.).

## **ARTICLE XII Amendments**

**Section 1.** The Bylaws may be amended by the MCSW membership.

**Section 2.** Notice of amendments to the Bylaws shall be given at a regular meeting one month prior to a vote.

**Section 3.** Amendments must be approved by a majority vote of the MCSW and the mayor or his/her designated representative.

**Section 4.** A committee will be convened every two (2) years to review the Bylaws.

**Section 5. Past Revisions:**

- A. 1<sup>st</sup> Revision, February 5, 1991
- B. 2<sup>nd</sup> Revision, January 6, 1998
- C. 3<sup>rd</sup> Revision, October 5, 1999
- D. 4<sup>th</sup> Revision, March 5, 2002
- E. 5<sup>th</sup> Revision, February 7, 2006
- F. 6<sup>th</sup> Revision, May 2, 2006
- G. 7<sup>th</sup> Revision, October 21, 2008
- H. 8<sup>th</sup> Revision, February 13, 2012
- I. 9<sup>th</sup> Revision, September 17, 2012
- J. 10<sup>th</sup> Revision, January 7, 2014
- K. 11<sup>th</sup> Revision, May 7, 2019
- L. 12<sup>th</sup> Revision, June 3, 2025
- M. 13<sup>th</sup> Revision, November 20, 2025
- N. 14<sup>th</sup> Revision, June 3, 2025
- O. 15<sup>th</sup> Revision, January 27, 2026

**ARTICLE XIII  
Adoption**

**Section 1.** These Bylaws will become effective upon adoption by majority vote at the regular meeting of the MCSW and upon approval by the Mayor or his/her designated representative.

**Section 2.** The Bylaws most recently approved and adopted shall supersede all previous Bylaws and amendments thereto.

Approved by majority vote of the MCSW held on: \_\_\_\_\_

\_\_\_\_\_  
Wyonna Alberty, Chair

\_\_\_\_\_  
U. Lisa Williams, Parliamentarian

Approved by the Mayor of the City of Lawton on: \_\_\_\_\_

Date

\_\_\_\_\_  
Mayor