



AGENDA
MAYOR'S COMMISSION ON THE STATUS OF WOMEN
February 1, 2022
City Hall – 1st Floor Banquet Hall
212 SW 9th Street

I. Call to Order and Roll Call - The meeting was called to order at 12:04pm. E. Ellis called roll and passed out new name tags. (See attached sheet for those present).

MOTION WAS MADE THAT BEGINNING TODAY AND AT ALL FUTURE MEETINGS, THE TIME FOR GUESTS TO SPEAK WOULD BE AT THE BEGINNING OF OUR MEETING FROM 12:05-12:10 (five minutes): S. Paape

SECOND: S. Lankford

MOTION: CARRIES

II. Minutes: Discuss and take action on approval of the January 04, 2022 Mayor's Commission on the Status of Women minutes.

MOTION TO APPROVE MINUTES MADE BY: S. Wood

SECOND: D. Parrish

MOTION - MINUTES WERE APPROVED

III. Commission Member Binders: J. Ellis was unable to attend our meeting today. Ellis requested a headcount of Commissioners that wanted a binder. E. Ellis called roll for headcount of binders desired. All present requested a binder.

IV. VOTE: Officer Vacancies:

First Vice Chair Nominee: Dr. S. Lankford

Second Vice Chair Nominee: B. Thomas

The two candidates, Dr. S. Lankford and B. Thomas left the room for the discussion and vote. These spots are being filled until the end of the MCSW operating year. We will nominate again in two months for next year.

Parliamentarian, D. Blackburn, opened up additional nominations from the floor. No additional nominations were made. Nominees returned after the vote.

MOTION MADE TO CLOSE NOMINATIONS FROM THE FLOOR: S. Woods

SECOND: E. Ellis

MOTION CARRIES

MOTION MADE TO ACCEPT THE NOMINATIONS AND BRING TO A VOTE: S. Paape

SECOND: D. Parrish

MOTION CARRIES

VOTE: Both nominees were voted in unanimously.

V. New Project: Discuss idea for new projects: Sara Paape

Lawton Alzheimer's Walk Appreciation Bags- S. Paape informed the committee about changes that are coming to the Alzheimer's Walk. She contacted E. Ellis about MCSW donating and creating gift baskets/bags for the Alzheimer Walk Coordinators that work to make these events happen. S. Woods suggested having these baskets ready for them in their hotel room instead of presenting them at the walk. E. Ellis said that CSL would donate products for the gift bags. S. Woods inquired about setting a budget - E. Ellis said that we would create a task force and this would be discussed and decided upon at a later date.

MOTION MADE TO APPROVE THE CREATION OF GIFT BAGS AND TO TABLE DISCUSSION ON CONTENTS UNTIL MORE MEMBERS ARE PRESENT OR TASK FORCE ESTABLISHED: S. Woods

SECOND: B. Thomas

MOTION CARRIES

VI. Reports:

- **CHAIRPERSON:** E. Ellis - Nothing new to report
- **FIRST VICE CHAIR:** Dr. S. Lankford spoke with Redcoat, Warren Winns, who teaches sessions on Robert's Rules of Order about coming to refresh Commissioners on key points of order. Cameron University also offers a class for us to consider. Lankford will research both and advise on the best option.
- **SECOND VICE CHAIR:** B. Thomas - Nothing to report
- **TREASURER:** C. Walker asked how we paid for new name tags that were purchased so she could make sure the bill was paid.
- **PARLIAMENTARIAN:** D. Blackburn - will set up a Bylaws Revision committee soon because it is time to revise.
- **MEMBERSHIP:** J. Ellis - Absent
- **PUBLICITY/SOCIAL MEDIA:** C. Tate - E. Ellis stated that she has given Tate access to our Facebook page. E. Ellis said that her role is to keep our Facebook page active and current with historical posts or posts about local women.
- **EDUCATION:** C. Walker - Walker expressed interest in setting up a resource fair and asked D. Blackburn to consider sitting on a committee to help set up the fair. S. Paape suggested partnering with other organizations that would participate in this resource fair and target resources specifically for women.
- **OUTSTANDING CITIZEN:** S. Paape has 8 applications for our consideration. Paape presented each with a brief description of their community service.
MOTION MADE TO APPROVE ALL APPLICATIONS ON HAND AND FOR S. PAAPE TO SCHEDULE AND CONTACT RECIPIENTS: S. Woods
SECOND: C. TATE
MOTION CARRIES
- **WOMAN OF THE YEAR:** Dr. S. Lankford needs specific details on the event and will get information to report on by our next meeting. Dates were discussed. We need to set a date and then iron out the remaining details.
- **SUITS FOR SUCCESS:** L. Gallagher - Absent
- **5-YEAR STRATEGIC PLAN:** Dr. S. Lankford - we need to continue passing out survey cards. More cards were passed out and all Commissioners have been urged to continue contacting groups and individuals about taking the survey. S. Lankford will get a link that we can post on our social media pages.
- **STEERING COMMITTEE:** S. Paape reiterated the need to pass out our survey cards and have women take our survey. The steering committee is fully behind this project and this will be the focus until surveys are completed.
- **BYLAWS:** D. Blackburn will set up a Bylaws Revision committee.
- **NOMINATING:** D. Blackburn will open nominations for all officer positions in April to be voted upon in June.

VII. Old Business:

- E. Ellis stated that repairs on clothing racks have not been completed yet. The employee doing the repair is injured and unable to do the work until he has been released by the doctor.
- Suits for Success - E. Ellis urged Commissioners to come tour the closet if they have not previously seen it.
- **MOTION MADE TO ADD AN ITEM TO THE OLD BUSINESS SECTION OF THE AGENDA CONCERNING INFORMATION ON THE OPEN MEETINGS ACT:** S. Paape
SECOND: S. Lankford
MOTION CARRIES
- S. Paape notified the group that we can order a booklet from the OKLAHOMA PRESS SERVICE that contains information on the Open Meeting Act and made the website available to all that requested it.

VIII. New Business:

- Finance Committee appointments by Chair - tabled until next meeting
MOTION MADE TO TABLE APPOINTMENTS UNTIL NEXT MEETING- S. Woods
SECOND: Dr. S. Lankford
MOTION CARRIES

X. Announcements:

- Great Plains Technology Center Update: B. Thomas - Nothing new to report.
- Cameron University Update: Dr. S. Lankford - classes have gone back to being in person but most other events have been canceled for the remaining semester. Business After Hours will be at CETES on 2-17. All Commissioners are invited to attend.
- S. Paape informed the group that REI Women's Business Resource Center is offering many classes that can be accessed online.
- **NEXT MEETING:** March 1, 2022

XI. Adjournment:

MOTION TO ADJOURN MADE BY: S. Woods

SECOND: S. Paape

MOTION CARRIES - MEETING ADJOURNED AT 1:01pm

Minutes Submitted by:

Christina Woodson

February 1, 2022

Minutes Approved on:

April 5, 2022