MINUTES
MAYOR'S COMMISSION ON THE STATUS OF WOMEN
November 8, 2022
McMahon Foundation Building
716 SW C Ave - Lawton, OK 73501

I CALL TO ORDER AND ROLL CALL: The meeting was called to order at **12:03**

Parliamentarian, S. Woods, called roll.
PRESENT: Melody Scott, Dana Parrish, Ginny Sahler, Luanne Gallagher, Maria Meredith, Bernita Taylor, U. Lisa Williams, Cheryl Tate, Jean Bewley Peterson, Danielle Brewer, Patricia Williams, Dani Blackburn, Sara Woods, Christina Woodson.
ABSENT: Charise Walker, Dobanney Scott, Rebekah Pullicar, Brandi Thomas.

14 Commissioners present, quorum established.

II GUESTS: Per motion made/approved on 2-1-22, each meeting of MCSW will open the floor during the first 5 minutes of each meeting for guests to speak or introduce themselves.

- No guests present at the beginning of the meeting

III INTRODUCTION OF NEW MEMBERS: Commissioners welcome Bernita Taylor and U. Lisa Williams, appointed to the commission at the October 25th City Council meeting.

IV BUSINESS:

A. **MINUTES:** Consider approval of the October 4, 2022 MCSW Meeting Minutes
    a. Motion to approve the minutes as presented:J. Peterson.
    b. Second: P. Williams
    c. Any further discussion or debate: None
    d. S. Woods called the roll: 12 Y, 0 N. Motion Carries

B. **FINANCIALS:** Consider approval or the financials as of November 1, 2022 (Copy of financial statements are on file in the office of the City Clerk).
    a. Motion to approve the financials as presented: D. Brewer
    b. Second: M. Meredith
    c. Any further discussion or debate: None
    d. S. Woods called the roll: 12 Y, 0 N. Motion Carries

C. **GUEST INTRODUCTIONS:** Consider and take necessary action to repeal the motion made on 2/1/22 to open the floor for guests to speak or introduce themselves during the first 5 minutes of the meeting. Consider new wording for introduction of guests.

a. Discussion: Chair C. Woodson explained that allowing guests to introduce themselves has the potential to derail the meeting and take valuable time that we need to get our business done in the short hour that our meetings provide. P. Williams of the Membership Committee suggests we could have a sign in sheet and that a member of the Membership Committee will introduce the guests present at the beginning of the meeting. Further discussion ensued regarding what is required of the commission with respect to guests; can we have a designated guest table? Are we required to provide copies of the agenda? C. Woodson indicated that we can inquire of those questions of the City. D. Blackburn voiced that we should not limit our verbiage to “a member of the Membership Committee” will introduce the guests, as there is a possibility that there could be no members of that committee present.
b. **Minutes reflect that during discussion a member arrives: Dobanney Scott. 15 Commissioners are now present.**
c. Motion made by D. Blackburn to repeal “the motion made/approved on 2-1-22, each meeting of MCSW will open the floor during the first 5 minutes of each meeting for guests to speak or introduce themselves.” and replace it with “a sign-in roster of guests will be taken before each meeting that will be verbally introduced by a member of the commission.”
d. Second: G. Sahler
e. Any further discussion or debate: None
f. S. Woods calls the roll: 11 Y, 0 N, 2 Abstain, Motion Carries

D. **MCSW STRATEGIC PLAN 2022/23:** Consider approval of MCSW Strategic Plan 2022/23

a. Chair C. Woodson presents her strategic plan consisting of 3 stages to implement change in MCSW. Stage 1: Research, Stage 2: Mission, Stage 3: Image.
b. Minutes reflect that 2 guests arrive, are provided chairs, and are requested by the Chair to keep side conversation down so that the commission can remain focused on the meeting.
c. Discussion: S. Woods voices concerns with trouble seeking data for the commission. B. Taylor requests that we consider adding under the Mission stage establishing a committee to identify specific focus areas and they can work on data collection. D. Blackburn expresses that may be better suited for a task of the 5 Year Strategic Plan Committee. Twice during discussion Chair C. Woodson addresses guests’ side discussions and inquiries of

commissioners, asking them to keep conversation to a minimum so that we can conduct business uninterrupted. Commission further discusses B.Taylor's suggestion. Guests leave the meeting area and begin conversation in the foyer. D. Parrish leaves the meeting area to attend to the guests. C. Woodson leaves the meeting area to attend to the guests. Business discussion pauses. D. Parrish returns. C. Woodson returns.

d. Commissioners begin to ask about the distraction. D. Blackburn motions to adjourn and table further discussion and business for the next meeting in order to remain on topic of the posted agenda as the distraction has derailed our business proceedings.
e. Second: C. Tate.
f. Any further discussion or debate: U. Williams asks if there is any business that needs to be addressed today. C. Woodson states that while there is business that needs to be handled, our bylaws allow for a special meeting to be called by request of any 6 members if we want to hold a special meeting to complete our agenda for the month. All commissioners indicate they request a special meeting.
g. S. Woods calls the roll: 13 Y, 0 N. Motion Carries.

Meeting adjourned: 12:53

Minutes Submitted by:
Dani Blackburn, Secretary
November 20, 2022

Corrected per minutes of November 29, 2022 meeting
Dani Blackburn, Secretary