

Wyoming Council on Women's Issues

Meeting Minutes

January 8, 2005

Call to Order

Michelle called the meeting to order at 10:00 a.m.

Roll Call

Michelle Aldrich, Jan Torres, Merna Rierson, Sherrill Helzer, Cynthia Chavez Kelly, Teresa de Groh, Nina Romero-Caron, Mary England, Jenny Ingram and Diane Moser were present. DaNece Day was absent. Three council seats are vacant.

Michelle asked for clarification on the by-law amendment, given the absence of one council member. The discussion included the possibility of defining "excused" absences, such as NACW Board meetings or other activities related to the council. All absences will be counted according to the by-law. It was also noted that Cynthia had been "excused" from the November meeting in order to attend an NACW Board meeting. The general consensus was that the attendance by-law does not allow for "excused" absences.

Nina made a motion to clarify the by-law regarding attendance to be effective beginning on January 1, 2005. Jan seconded the motion, which passed unanimously.

Minutes of Last Meeting

Michelle asked if there were any changes or corrections to the draft minutes for the November 5, 2004 meeting. Teresa said she had not received any changes or corrections.

Jan moved to accept the November 5, 2004 minutes as presented. Sherrill seconded the motion. The motion was approved unanimously.

Treasurer's Report

Diane had sent a financial report to council members prior to the meeting. Diane noted that expenditures were above the optimum, but if spending were looked at without the professional fees, the council was actually spending less than expected at this point in the biennium. She noted that a significant amount of money was spent in professional fees at the beginning of the biennium for the work on the website.

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Michelle raised the issue of financial support for any council member serving on the National Association of Commissions for Women (NACW) board. Diane estimated the financial commitment to be about four meetings each biennium at a cost of about \$2,000 per meeting. Council members discussed the costs and benefits of having a council member serve on the NACW board and the pros and cons of financial support from the council.

Cynthia informed the council that Nina's presentation on body image at the recent NACW convention had been well received and that the planners of the next convention are bringing in Larry Kirkwood as a result.

Cynthia also suggested developing a council resume so that discussing the benefits of the NACW convention are more easily identified by the list of projects resulting from ideas gleaned at the convention.

Friend's Account

Michelle stated there is no information regarding the Friend's from DaNece. Apparently non-profit (501[c] 3) status has not yet been received. Michelle was unsure if the application has been filed yet. Mary will contact DaNece regarding what still needs to be done to establish the Friend's as a nonprofit organization with the intent of getting it moving along.

Committee Reports

Health

Nina noted the minority and women database training she recently completed. The Women and Minorities Regional Network has since contacted Nina and asked if she would serve on the board as a representative from WCWI. Some travel costs would be associated with the position. The general consensus was that representation on the board would be beneficial and the expense was noted for discussion in the budget.

Legislative

Teresa described her intentions regarding analysis of new legislation; she hopes the committee can report on at least one piece of legislation pertinent to each of the WCWI focuses: educational opportunities, employment practices, home & community, and legal rights & responsibilities.

Teresa noted the council had received a request to produce a translation of the Legal Handbook in Spanish. Teresa had contacted a service in Jackson and delivered some prints of the current handbook in order to obtain an estimated cost for translation. Michelle has already identified some grant monies that may be available. Teresa was assigned to see if the Latino Resource Center was interested in the project as a possible grant recipient. Cynthia will follow-up with

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DaNece on getting the legal handbook up-dated, as the translation project will need to be for the new edition.

Teresa informed the council of the opportunity to have the brochure “A Student’s Guide to Sexual Harassment” translated into Spanish as a school project. The consensus of the council was that this was a good opportunity and went on to discuss ideas for printing the Spanish translation brochure once it was finished.

Cynthia asked about hosting a legislative reception. The logistics and benefits of a reception were discussed. Michelle suggested that each member get on their local Chamber of Commerce list for notice of when their legislators would be in their vicinity. Michelle also requested that all members contact their legislators at some point during the session to offer assistance from WCWI. The council also noted that February 8 is Business Day at the Legislature that would provide a great opportunity to visit with legislators.

Home & Community

Merna noted that the Wyoming Tech Prep Consortium has not received any new schools lately and she urged members to talk to the appropriate folks in local schools to consider joining the Consortium.

Merna addressed issues regarding the up-coming Women’s History Month. She said there are not a lot of TV programs on women. Merna wondered if WCWI could find a grant to produce a program on Nellie Tayloe Ross. After some discussion, Michelle offered to contact the media department at some schools to see if there was any interest in such a project.

Old Business

1. **Website.** Diane informed the council that Limelight has finished the visual and organizational aspects of the website. Sandy and Sonja will be working on up-dating the text. Michelle asked to discuss website links—what should be WCWI’s policy on the links provided? There was discussion regarding criteria for determining if a proposed link is appropriate.

Teresa moved that links on the website only be organizations with whom WCWI has a current working relationship or membership and that all other requests for links go through Connect Wyoming. Cynthia seconded the motion, which passed unanimously.

2. **NACW conference bid.** Michelle informed the council that no bid sheet has been available from NACW, although she has diligently pursued getting one. The council concluded that a bid sheet needs to be received by March 1 in order to have enough time to adequately respond. Cynthia offered to make this immediately known to NACW. The council also determined that if no bid sheet is received by March 1, then Michelle will

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send a letter withdrawing WCWI's interest in hosting the convention in 2007. This year's convention is in Miami, Florida from July 11 to July 14.

3. **Connect brochure.** Michelle noted that Connect Wyoming has hired a permanent PR person that should help get the program more attention. Michelle said that she has checked that all information provided in the Resource Directory has been transferred into the Connect Wyoming database. She went on to note that the information in the Resource Directory becomes obsolete quickly, so the directories need to be distributed quickly to have the most benefit. Teresa asked when Connect brochures will be ready. Michelle said there is a meeting this month to work on a mock-up.
4. **Girl Power.** Nina noted that WCWI has received money from three sources in support of bringing the Girl Power program to Wyoming. Wyoming Women's Foundation (WWF) has awarded WCWI a \$2,000 grant, the Board of Cooperative Education Services has contributed \$1,000 and Southwest Counseling has contributed \$1,000. The Girl Power program will be offered on April 28 in Rock Springs and April 29 in Cheyenne. Laramie County Community College will be donating the space in which the programs will be held. The program is appropriate for anyone working with kids.

The council set a goal of mailing the registration brochures by March 1. Michelle and Nina need to send their mailing lists to Diane by January 31. The council would like a draft brochure from Diane by January 31 (this depends on Sonja and Sandy's other current projects). Comments regarding the draft would need to be sent to Diane by the middle of February.

The council also discussed the Shaping Healthy Futures conference scheduled to begin in Jackson on April 27 with a preconference program by the same person, Lisa Sjostrom, who does the Girl Power program. The council would like to have an exhibit table at the conference. Teresa will do this for at least some portion of the conference.

The council would like to publicly thank the organizations that made the program possible with their financial contributions. The council requested that Nina and Jan pursue arranging a photo with representatives from each organization, so that a press release saying thank you could be sent to the media.

5. **Women's Legal Handbook rewrites.** Michelle noted that no new information has been received from DaNece regarding this project. Cynthia will follow-up with DaNece.
6. **Summit Award.** Mary recounted for the council the announcement of the Summit Award at the recent Business Alliance (formerly the Heritage Foundation) conference. She said that 500 packets describing the award and containing nomination forms were produced and almost all have been distributed already. Mary will do an article on the Summit Award for the up-coming newsletter.

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The council discussed terminology—how to distinguish between organizations’ roles and contributions, for example. Members generally agreed that the organizations initially contributing to the development of the award, in collecting information, providing services and staff help, etc., would be known as “partners”. The Department of Family Services, Wyoming Business Council, Department of Workforce Services, and the Wyoming Business Alliance, are all partners with WCWI in the Summit Award program. Partner obligations were defined as helping to select an award winner each year, helping to promote the award, and contributing to the cost of producing the award. Organizations and individuals that make financial donations only would be known as “sponsors”.

7. **Friend’s reorganization.** Michelle noted this was already discussed under Friends Account, near the beginning of the agenda, and that no information has been received from DaNece.
8. **Wyoming Woman of Distinction, 2005.** Diane confirmed that nomination forms were sent out before the holidays and that press releases have been issued.
9. **Wyoming Women of Distinction booklet.** Mary said she has been working with a writer to improve the text regarding each recipient. She needs one more photo, but otherwise the booklet content is finished. The council discussed the possible formats for the booklet; should it be printed or available on-line only? Where should it be available and to whom should it be given? There was general concern regarding printing costs and the set-up so that it could be up-dated each year. Mary will research publication costs and have an estimate by the next meeting.
10. **Legislative packets.** Diane and Michelle confirmed that legislative packets were sent in December.
11. **Any other old business.** There was no other old business.

New Business

1. **Vacancies.** Michelle noted there are three vacancies on the council and the time frame within which the Governor may complete the appointments is unknown.
2. **Any other new business.**

National Women’s History Project. Merna proposed that the council join the National Women’s History Project. She noted that she has been posting women’s history events on their website. Merna said a yearly membership is \$30. She felt that her work on women’s history has benefited from information provided by the organization. There was discussion regarding the pros and cons of WCWI joining any organization as a member, i.e., paying dues, noting that the NACW is currently the only organization to

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which WCWI pays membership dues (which gives WCWI voting rights at the convention).

Cynthia made a motion to join the Women's History Project as a member at a cost of \$30 per year. Mary seconded the motion. Teresa reiterated her concern regarding joining this organization when there are a myriad of other organizations that then should also be considered. The question was called for and the motion failed: Merna and Mary voting for the motion and Nina, Cynthia, Teresa and Jenny voting against (Sherrill and Jan were absent, having left the meeting).

Budget. Members reviewed financial commitments and proposals as follows:

\$200/yr	Women and Minorities Regional Network (per year)
\$4,000/yr	NACW Board travel
\$10,000	Legal Handbook reprint
\$300	WCWI brochure reprint
\$300	A Student's Guide to Sexual Harassment brochure reprint
\$300	A Student's Guide print in Spanish
\$1,000	Connect Wyoming
\$4,150	Girl Power (\$4,000 in grants & contributions + an estimated \$2,500 in registration fees should cover costs)
\$1,000	Women of Distinction Booklet

The council requested Diane to estimate other expenses for the rest of the biennium so that the funds remaining for projects could be understood. Members requested that Diane have this information for the next meeting.

Committees. Teresa noted that the committee set-up does not directly reflect the statutory assignment for WCWI and asked to discuss if any changes were needed in organization. Michelle agreed and members noted that the structure in place upon joining the council had simply been continued. Since several members were now absent from the meeting, there was a general consensus that the discussion should be continued to the next meeting.

Member assignments. Teresa suggested looking at member assignments to ensure that the workload of the council was distributed evenly and to possibly address assignments that were languishing. Jenny also noted it would help integrate newer members with task assignments. A project list was developed, noting who was the "lead" on the project (by an *) and who was helping out.

Legal Handbook revision	DaNece*, Cynthia
Legal Handbook Spanish translation	Cynthia*, Teresa
Connect Wyoming/Resource Directory	Michelle*
Girl Power	Nina*, Jan, Michelle, Diane
Summit Award	Mary*, Michelle, Diane

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Friends 501(c) 3
Legislative monitoring
Sexual Harassment brochure
(Spanish translation)
Woman of Distinction booklet
Women's History Month
Race for the Cure
Woman of Distinction Award

DaNece*, Jenny
Teresa*, DaNece, Cynthia, Jenny
Teresa*
Mary*, Jan, Merna
Merna*
Sherrill*
Sherrill*, Cynthia

Adjournment

The meeting was adjourned at 2:30 p.m.