



Contra Costa
County
Commission for
Women

November Commission Meeting
Gayle B. Uilkema Memorial Board Room, County
Connection
2477 Arnold Industrial Way, Concord
Tuesday, November 21, 2017
7 – 8:30 pm

Meeting Minutes

Present: Lauren Babbs, Kirsten Upshaw, Phyllis Gordon, Deborah Son, Patricia Ramirez, Joey Smith, Argentina Davila-Luevano

Absent: Julianna Hynes, Lanita Mims

1. **Call to Order and Roll Call** 7:06 pm
2. **Public Comment** 7:06 pm
None
3. **Action: Approval of Minutes for September 19, 2017** 7:07 pm
Motion to approve: Phyllis Gordon
Seconded: Argentina Davila-Leuvano
All in favor.
Opposed: None
4. **Action: Approval of Minutes for October 17, 2017** 7:07 pm
Motion to approve: Argentina Davila-Leuvano
Seconded: Phyllis Gordon
All in favor.
Opposed: None
5. **Old Business** 7:08 pm
 - A. Website - Lauren Babbs updated the website
 - B. Tri Annual Review - Kirsten Upshaw will forward to all commissioners once it is completed before it is submitted to the Board of Sups.
 - C. Lauren and Kirsten will meet offline re updating of ByLaws
6. **Executive Committee Nominations and Vote** 7:25 pm
 - A. Vice Chair - Argentina Davila-Leuvano



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Secretary - Patricia Ramirez

Fiscal Liaison - Joey Smith

Action: Motion to accept nominations: Phyllis Gordon

Seconded: Joey Smith

All in favor.

Opposed: None

7. Committee Reports 7:30 pm

- A. Membership Committee - Kirsten contacted county to remove Tracey Ward from the commission. Deborah and Debbie Toth have submitted application to the County.
- B. Hall of Fame - Date, Keynote, MC, has been confirmed.
- Schedule is as follows:
 - 5:00 pm - Bar opens
 - 6:15 pm - Door open
 - 6:30 pm - Dinner
 - 7:00 pm - Program starts
 - Lauren will handle social media, website, and flyer
 - Flyer - Argentina will get flyer to Lauren, Patricia will make sure Lauren has access to dropbox.
 - Projected time for HOF nominations is January 2018, Lauren will put a “Nominate” button on the website with package.
 - Dinner ticket price will be \$85, estimating 350 attendees
 - We will have a sponsorship page where 35 low income women can be elected for a dinner ticket sponsorship. Sponsorship will read, “For low income women, sponsorship may be available for those that cannot afford to attend.”
 - Those in charge of getting sponsors will get sponsorship money for low income women.
 - Julianna will handle the programs
 - Lauren suggested getting HOF on the country website
 - Honorees and a guest get a free dinner. They can also purchase tickets for a table.
 - Phyllis will contact Laura Case, East Bay Leadership Council
 - Phyllis will sign Crowne Plaza contract
 - Argentina has sponsorship list



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8. Announcements and Upcoming Community Events 8:15 pm

- A. Phyllis shared flyer from State Commission on Status of Women & Girls regarding their Etiquette Committee. www.lcwag.org

9. Adjourn 8:30 pm

Action: Adjourn meeting