**Durham County Women’s Commission (DCWC) Minutes**

**05/23/2016**

In attendance: Zion Tankard, Doreen Johnson, Lisa Gabriel, Ruebe Holmes, Rosa Anderson, Shauna Johnson, Kim Cameron

From the County manager’s Office: Dionne Hines

Absent: Cheryl Thomas, Sharon Mullen, JoAnn Pennix, Gloria Trowers, Heidi Marks, Jina Dhillon, Jocelyn Harper, Gilda Womble, Amy Alspaugh, Azilee Thomas

The meeting was called to order by Vice Chairwoman Zion Tankard at 6:01 pm

Vice Chairwoman Tankard called for a motion to approve the October 2015, January 2016, February 2016 and April 2016 meeting minutes. Commissioner Cameron made the motion to approve the minutes as presented; Commissioner Johnson seconded the motion. Motion passed unanimously.

**Fall Forum**

* + Commissioners discussed “Women in Leadership” as the topic for a fall forum. Suggested date was October 29th, with a back-up date of October 1st if necessary. Commissioner Cameron reserved the Self Help space used for previous forums. Commissioner Cameron suggested basing the Forum on the book The Confidence Code. She also suggested talking to women leaders about their path of leadership and how to help other women once you’re in such a position. When Commissioner Cameron lived in Atlanta they had a forum titled “Chicks in Charge”. Commissioners Tankard and Anderson volunteered to research speakers. Commissioners Cameron and Johnson volunteered to handle Social Media for the Forum. Commissioner Cameron made a motion to move forward with the Forum, as discussed, on October 29th. Commissioner Anderson seconded the motion. Motion passed unanimously.

**Nominating Committee**

* Due to the recent resignation of Chairwoman Davida Major, Vice Chairwoman Tankard called for a Nominating Committee to present a new slate of Officers to lead the Durham County Women’s Commission effective July 1, 2016. After discussion, the Nominating Committee was selected as Zion Tankard, Ruebe Holmes and Lisa Gabriel. The Nominating Committee will present a new slate of Officers at the June 27th meeting.

**Removal of Current Commissioners Due to Lack of Attendance**

* Vice Chairwoman Tankard reported that she had contacted Michelle Parker-Evans about removing Commissioners who have violated the attendance policy to continue serving on the Durham County Women’s Commission:
	+ Cheryl Thomas
	+ Sharon Mullen
	+ JoAnn Pennix
	+ Gloria Trowers
	+ Heidi Marks
	+ Jiha Dhillon
	+ Jocelyn Harper
	+ Gilda Womble

**Misc**

* Commissioner Gabriel suggested that the June agenda include preparation for the DCWC’s annual report to the Durham County Commissioners. Dion Hines offered that the soonest the DCWC could get on the calendar for their report would be the August 1st work session.
* Commissioners Tankard and Cameron offered to research ordering DCWC shirts to wear to DCWC events.
* Dion Hines introduced Dawn Dudley to DCWC. Dawn handles social media for Durham County operations and she spoke briefly about policies as they pertain to social media for Boards and Commissions. Ms. Dudley may be contacted at 919-560-0008.
* Commissioner Anderson volunteered to send the abbreviated Robert’s Rules of Order to fellow DCWC members.
* Commissioner Gabriel suggested that DCWC consider having a table at Centerfest in September to raise awareness of the DCWC and to continue learning about the needs of the women of Durham County, so that DCWC can effectively communicate those to Durham County Commissioners.

**Next Meeting – June 27, 2016 at 6:00pm.**

With no further business, the meeting was adjourned at 7:00 pm.

Respectfully Submitted,

Lisa Gabriel

**ADDENDUM**

The Nominating Committee (Zion Tankard, Ruebe Holmes, Lisa Gabriel) met by phone on June 3, 2016 to prepare the slate of new officers to present to DCWC at the June 27th meeting for a vote:

Proposed DCWC Officers (effective July 1, 2016):

* Chairwoman Zion Tankard
* Vice Chairwoman Kim Cameron
* Treasurer Shauna Johnson
* Secretary Amy Alspaugh