

Indiana Commission for Women  
Board of Commissioners Meeting Minutes  
Wednesday, January 16, 2013  
Indiana State Library

**Present:** Christine Altman, Senator Vaneta Becker, Virginia Calvin, Betsy Corridan, Cindy Felsten, Anne Jacoby, Amy McQueen, Rep. Gail Riecken, Erin Smith, Patzetta Trice

**Staff:** Kristin Garvey, Executive Director

**Call to Order:** The meeting was called to order at 12:16 p.m. by Betsy Corridan, Chair of the Indiana Commission for Women.

**Treasurer's Report:** Anne Jacoby, Treasurer, reported that at the last meeting the board had enough funds to pay for the 2013 Torchbearer Awards out of our operating budget. After review of our financial reports, Jacoby indicated that ICW did have enough funds available to pay for the Torchbearer Awards. In addition, she and Kristin Garvey are reviewing the financial reports to make sure that ICW comes as close to zero as ICW can. As those of many who deal with the financials in other organizations, Jacoby mentioned that it is difficult to do so when there is no savings to cover the times when it may go over the budget. She reported that they will also be tracking those expenses that are within the boundaries of the Commission statutory mandates. Regarding ICW current financial report, ICW is on topic. There was a question regarding how much funds were housed with the Indiana Women's History Association, which were around \$1400. Jacoby asked Garvey to speak between meetings regarding the ICW financial situation. There was another question regarding pay raises for the current year and whether ICW's funding would be adjusted to accommodate the increase in pay raise. It was stated that whatever pay raise was given, those funds would have to be in ICW's budget, which means that if salaries increase, operating expenses would have to decrease. A comment was made to commend the Indiana Civil Rights Commission to be generous with general supplies, which is cost-saving for ICW. There was a question regarding some of the categories that appear to be overbudget. Garvey explained that she has tried to annualize the forecasts so that she knows when expenses will hit the balance sheet. However, sometimes she miscalculates when the expenses are deducted so it may appear that ICW is over budget until the end of the year. Specific to traveling, she does not foresee ICW going over the amount budgeted for those related items. There was a follow-up question regarding administrative expenses and whether they should be tied to programming expenses. A secondary question was asked regarding whether ICW still has to follow the 85%/15% allocation requirements outlined in the Biennium Budget. Garvey indicated that the funds that are indicated on the financial report are those dictated by the Auditor's office and that the allotment requirement was still in effect for the current year. However, based on what was proposed in the 2013-2015 Biennium budget, ICW will not have that allocation requirement next year.

**Approval of December Minutes:** A motion to accept the minutes as submitted was made and seconded. The motion carried.

**Legislative Affairs Report:** Garvey reported that she had updated and submitted a grid to track any pertinent bills currently being considered by the Indiana General Assembly. For this year, Garvey tried to look at bills that were reflective of what came out of the listening session. There was discussion on the legislative process and on specific bills. Cindy Felsten mentioned that ICW was working on getting speakers for the Women's Day event. The day will be structured around the *Hoosier Women Speak* five priorities. Cindy Felsten mentioned that she had stepped back from the political training workshop and have focused on the women's day. After ICW gets past February 6<sup>th</sup>, she mentioned that they would get back on track with this. There was a question regarding whether information had been sent to key

executives of organizations. Garvey indicated that there was a document of all the contacts that information was sent to. Everyone should submit names to Garvey to receive the information.

**Torchbearers Award Report:** Patzetta Trice, 2<sup>nd</sup> Vice Chair, reported that Garvey sent a timeline update. Garvey mentioned that some of the dates on the timeline scheduled for the current week have been pushed into next week, only because ICRC is focused on the MLK Celebration. In addition, the Council of Judges would be meeting the next day. So, once the Torchbearers have been chosen, everything else will fall into place. There was a question about whether ICW will be using Rayna Traylor, the event planner from last year. Garvey indicated that she spoke with her and explained that because of the current situation, ICW would be using internal resources to put on the event. A question was asked about the working relationship with ICRC staff. Garvey commented that she had been primarily working with the communications manager and was pleased with the work. After the MLK Celebration, she will meet with the logistics person and go through what is needed for the event. There was discussion about the current relationship with ICRC and whether this was the best way of accomplishing our goals. After the event, ICW should review what went well and what needs improvement in order to prepare for next year's event.

**Executive Director's Report:** Kristin Garvey, Executive Director, indicated that she provided a list of activities ICW is doing, whether they fit in with what ICW is attempting to accomplish. She commented that she is also tracking how many people are participating in the events. This report will help when she pulls together the annual report. She indicated that the period between January and March, she is focused on Torchbearers so she will not be doing too many outreach activities but things will pick up after Torchbearers. She mentioned that she will be traveling to Jasper to speak to the Rotary Club on what ICW is doing. She also said she continued to work with James Garrett, Executive Director of the Indiana Commission on the Social Status of Black Males, to expand their Barbershop Health Initiative to Beauty Salons. She indicated that the IU Center of Excellence in Women's Health is bringing out the WOW Mobile (Women's Wellness on Wheels) to Indianapolis. For this year, it is a pilot program and will have one beauty salon in South Bend and one in Indianapolis.

#### **Unfinished Business:**

Kristin Garvey pointed out that she had sent out information on the women's declining life expectancy in eighteen counties. Senator Becker mentioned that she took it to the last meeting of the Advisory Board of the Office of Women's Health to see if there was any way to obtain statistical information. Dr. Greg Larkin, the current Commissioner of the Indiana State Department of Health, indicated that he would have people look into this. However, there would be a new Commission so he would have to be approached when he starts. There was a question about what to do about the information now that we know about it and a suggestion on whether ICW can get to a point where we can have position statements on various issues. However, it would appear there could be difficulty in having position statements because of the restrictions being a government agency. There was a suggestion that ICW follow up to find out how the statistics were collected and what were the criteria.

Garvey informed the board that there was a list of potential meeting dates. A motion was made and seconded to accept the meeting dates as submitted. The motion carried.

**Announcements:** Garvey announced that all except two Commissioners and the legislators are up for reappointment. Board members need to let Garvey know whether they would like to be reappointed.

#### **Adjournment**

As there was no other business to come before the board, the meeting was adjourned at 1:46 PM

Respectfully submitted by Kristin Garvey as reviewed by Cindy Felsten, Secretary.