

**BOARD of COMMISSIONERS
MEETING MINUTES**

Wednesday, April 18, 2018, at 12:00-1:30 p.m.

Indiana Commission for Women

**100 N Senate Avenue, Room N300, Conference Room
Indianapolis, IN 46204**

PRESENT: Melissa Cotterill, Chair; Christine Altman; Senator Jean Breaux, Molly Chavers; Maggie Daniels, Rachel Hoffmeyer, Governor's Designee; Representative Sheila Klinker

VIA PHONE: Kayevonne Dailey, Stephanie Moore, Joie Winski

STAFF: Kristin Garvey, Executive Director

GUESTS: Angela Demaree

CALL TO ORDER: The meeting was called to order by Chair Melissa Cotterill at 12:07 PM EST.

ROLL CALL: Quorum was not established.

COMMITTEE REPORTS

- **Listening Sessions:** Angela Demaree presented a planning guide for the listening sessions and provided a brief overview of the status of activities. There was a question about locations and whether ICW would go to the same locations as we did in 2011. Kristin Garvey and Angela Demaree had a conversation with the BMV and access to their email distribution list as an unbiased sample of Indiana residents. Several board members suggested that ICW conduct the survey similarly to what was done in 2011 by using ICW's communications outlets and by sending it out by email to organizations who can then send it to their distribution lists. There was a suggestion to look at a hybrid model by using website, communications and targeted social media to push it out to women. ICW can then track how they came to the survey. There was continued discussion about how to distribute the survey. Angela Demaree documented the questions and would research the best distribution methods.
- **Communications:** Christine Altman provided a brief committee summary. She reported that the overall goal is to elevate ICW and put a better face to ICW website. Discussion focused on how to update the website and taking an inventory of current communication outlets and how ICW is pushing out information. If ICW does not cover the topic, the website should send people to credible links. She also reported that the committee is reviewing how ICW is pushing out information. She asked the board to review the website and give impressions and/or suggestions on how to improve the site.
- **Torchbearers Awards:** Stephanie Moore report that the committee met to discuss planning for the event. The nominations application was provided to the board in the meeting material. She reminded them that it had been streamlined last year. She announced that the Awards Ceremony would be held on Wednesday, September 26, 2018, from 3:30 PM to 7:00 PM. After some discussion, the board came to a consensus that the Ceremony would begin at 5:00 PM as has been done in previous Ceremonies. She reported that an announcement and press release with photos will be sent out by May 1, 2018; the deadline is Friday, July 6, 2018. The committee will work to make sure that recipients are notified as early as possible. There was some follow up on the location. A suggestion had been made to hold it at the Governor's residence; however, the board came to a consensus that it was too small for the event; therefore, the Indiana Historical Society will continue to be the venue. There was

some discussion about whether the Governor could attend and whether the First Lady should be asked to be an honorary chair. In addition, there was some discussion about asking both the Lt. Governor and the First Lady to serve as honorary co-chairs. There was a suggestion that the board consider holding a reception at the Governor's Residence for previous recipients, either with this event or at a later time. There was a suggestion to cross-promote with other women's events, such as the Indiana Conference for Women and Integrating Women's Leaders Conference. Stephanie Moore urged the board to provide names of the local newspapers for their areas and possible through the AP wire as well as other organizations and chambers of commerce to disseminate. Molly Chavers volunteered to create a Social Media Toolkit for the board.

ROLL CALL: *Quorum was established at 1:07 PM.*

APPROVAL OF CONSENT AGENDA: Approval of the December 2017 Meeting Notes, the February 2018 Meeting Minutes, and the January Financial report were moved and seconded (Klinker/Breaux). The motion carried unanimously.

ELECTION OF OFFICERS: Melissa Cotterill reported that Kayevonne Dailey had agreed to serve as the First Vice Chair and Heather Willey agreed to serve as the Treasurer of the board. Christine Altman moved to close the nominations and elect the slate of officers as presented; Representative Sheila Klinker seconded. The motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT: Kristin Garvey reported that she is continuing to work on rescheduling the Paid Family Leave Symposium and will have additional information at the next board meeting. She also reported on the recent status of women's report by the Institute of Women's Policy Research. In 2015, they published a comprehensive report and in March 2018, they updated the findings of the *Economic Status of Women in Indiana* report. Both reports show that Indiana does not rank well. According to the report, Indiana is graded with a "D". The only area of the report the state is graded higher is in political participation, graded at a "C-." There was discussion about how to address this report. A question was asked about whether ICW should push other agencies to consider doing more programs focused on women. The board asked Kristin Garvey to set up a meeting with either DWD or Indiana Economic Development Corporation to discuss the report. They encouraged her to become an expert on this report and then meet with other agencies to see where ICW can help. They asked that ICW prioritize these issues and consider whether this information is relevant or whether state numbers indicate something else. A question was asked about whether there is other information available to tell a different story. There was further discussion on understanding what ICW's strategy will be to help the Governor's efforts to affect change. Kristin Garvey mentioned that the Indiana Civil Rights Commission had implemented SharePoint in the office and she hopes that she can create a space through SharePoint that could be accessed by the board to access working documents and material.

OLD/NEW BUSINESS: The board asked that ICW look into a way to recognize a long-serving board member, Patzetta Trice, for her service to ICW.

As there was no additional business to come before the board, Chair Cotterill adjourned the meeting at 1:33 p.m.

ANNOUNCEMENT:

The next board meeting will be Wednesday, June 20, 2018, at 12:00 – 1:30 PM. The remainder of the meetings are:

- Wednesday, August 15, 2018, at 12:00 – 2:00 PM
- Wednesday, October 17, 2018, at 12:00 – 2:00 PM
- Wednesday, December 12, 2018, at 12:00 – 2:00 PM