

MEETING MINUTES
ST. MARY'S COUNTY COMMISSION FOR WOMEN
MONDAY – FEBRUARY 9, 2015
ROOM 14 POTOMAC BUILDING * LEONARDTOWN, MARYLAND

CALL TO ORDER – The Chair called the meeting to order at 5:35 p.m. (This is a recorded meeting)

ROLL CALL – Members present were Marta Kelsey – Chair, Mary Ludwig, Norma Pipkin, Elizabeth Servello – Vice Chair, Stephanie Figeroux, Katie Werner – Secretary, Kyle Bishop, Makeba Atkins, and Diane Danaher. Joanna Colvin and Melissa Farren were excused. Department of Aging and Human Services staff members present were Amber Hebert – Human Services Office Manager.

OTHER ATTENDEES – Tamara Cherry-Clarke.

APPROVAL OF THE MINUTES – Motion to approve the January 12, 2015 minutes was made by Ms. Werner and seconded by Ms. Servello, the motion passed.

BUDGET REPORT –

Account	Budget	Balance
Office Supplies	\$200.00	\$200.00
Printing	\$200.00	\$200.00
Supplies & Materials	\$400.00	\$232.00
Food	\$300.00	\$150.16
Other Contract Services	\$3150.00	\$77.00
Copier Services	\$0	\$0
Conferences & Conventions	\$0	\$0
Awards	\$250.00	\$250.00
Total	\$4500.00	\$1109.16

DISCUSSION OF OLD BUSINESS –

- 2015 Banquet Planning – The commission discussed finalizing the program for the banquet and time needed for printing. Ms. Danaher offered to run the power point presentations at the banquet. Ms. Cherry-Clarke will take pictures of all the nominees at the banquet. The commission discussed dessert donations; members will contact area companies to request a donation. Ms. Jennings-Harris will handle the introductions at the banquet. Ms. Pipkin will be giving the nominees a rose and they will need name tags for the event. The banquet planning committee will meet on February 23, 2015 at 5:30 p.m. in room 14 to discuss additional banquet planning.
- St. Mary's County Public Schools Update – The commission would like to purchase giveaways for the event; Ms. Hebert provided a website for the members to review and choose. The event is for the 11th & 12th kids in the schools regarding dating violence scheduled April 8, 9, 16, 2015. Ms. Pipkin will continue working on this outreach.
- Emergency Toiletries Collection Update – Ms. Servello continues to work on this project, bags for the toiletries will be gathered and contact will be made with stores asking for donations to

this effort. Ms. Cherry-Clarke will inquire if the College of Southern Maryland will put out donation boxes. The commission will send out thank you letters to the businesses donating.

- Women’s Wellness Event – MedStar St. Mary’s Hospital and the St. Mary’s Delicados, Inc. are hosting a Women’s Wellness Event on February 28, 2015 from 8:30 a.m.-2:30 p.m. at the Loffler Senior Activity Center in Great Mills, Maryland. The commission will have a table at the event and Ms. Kelsey asked for members to volunteer at the event.

DISCUSSION OF NEW BUSINESS –

- Family Violence Coordinating Council – The next FVCC meeting will be held April 22, 2015 at 5:00 p.m. in Room 14 of the Potomac Building.
- Attendance Reminder/By-Laws – Ms. Kelsey reminded the commission members of the importance of attending meetings. Article IV, section 6. Attendance at Meetings – “Members are expected to attend all meetings. If any appointed member fails to attend three (3) consecutive regular meetings, with or without reasonable cause, or is absent from 50% of the regularly scheduled meetings during any calendar year, the Chairperson shall notify the County Administrator of the absences, for appropriate action pursuant to paragraph 7 below.”

CALENDAR/ANNOUNCEMENTS –

- The Women’s History Month Banquet will be held March 19, 2015, 5:30 p.m. at the Southern Maryland Higher Education Center in California, Maryland.

NEXT MEETING – March 9, 2015 in the Human Services Conference room of the Potomac Building at 5:30 p.m.

ADJOURNMENT –

- Ms. Werner made a motion to adjourn the meeting at 7:00 p.m. and Ms. Bishop seconded, the motion passed.