**Marin Women’s Commission – Executive Committee Meeting Agenda**
Tuesday, September 12, 2016 – 2:30-3:30 pm
Civic Center - 3501 Civic Center Dr. Room #401 – San Rafael, CA 94903

**Minutes**

Present: Ann Morrison (AM), Anna Pletcher )(AP), Jacqueline Janssen (JJ) , Cecilia Zamora(CZ) and Staff, Chris Shaw (CS)

1. Review of Outstanding Projects and Fiscal Year 2016 Priorities
	1. Sponsorships and Hall of Fame request – CZ to follow up with Lisa Baker
	2. Standing Rules in Drop Box – CS to make sure everyone has access
	3. Budget/Financial Status will be between JJ and CS; JJ to report at Business Meetings
	4. Infrastructure includes Communications like website and social media as well as yellow cards, nominations for vacancies and other ways MWC wants to be visible.
	5. Survey will be resent so there can be a deep dive into visions for MWC
	6. Roberta’s Rules author, Alice will come to speak to Commission.
	7. Time Keeper needed
	8. CH and AM will not be at September’s meeting.
	9. AP spoke about Communications; Social Media revitalization and goal for 1000 likes by year end.
	10. AP will send via CS Media handout for MWC to review prior to meeting
2. Proposed Business Meeting Agenda to include:
	1. Aging Initiative Update
	2. Consent Decree Update
	3. Marin Teen Girl Conference Update
	4. Media/communications would like 15 minutes
	5. Holiday Party – CZ to send out a Doodle Poll for dates
		1. Include alum
		2. Include women of change
	6. Month of March Display in the Library
	7. Celebrating Every Day “Sheroes” with Certificates or Letters
	8. Institutionalize the Buddy System for Absent Commissioners
	9. One Time Projects
		1. Dominican Debate
		2. San Geronimo Valley Fair
3. Open Time
4. Adjournment