Revised:  May 24, 2012

MINUTES:  Status of Women Committee  
Thursday, April 26, 2012 – 5:30 p.m.  
Room 193, Hamilton City Hall  

PRESENT:  Denise Doyle, Catherine Hughes, Myra James, Katherine  
Kalinowski, Patti McNaney, Catherine Pead, Michelle Poirier,  
Denise Spoelstra, Baldeep Virk  

REGRETS:  Adele Alfano, Amirah Hassan, Heather Judson, Uzma Qureshi,  
Basharat Tayyab  

ALSO PRESENT:  Maxine Carter, City of Hamilton  

1. WELCOME & INTRODUCTIONS  
All were welcomed.  

2. DECLARATIONS OF INTEREST  
None declared.  

3. DELEGATION - Afghan Women’s Association  
Maxine will follow up with the Afghani Women’s Association.  

4. APPROVAL OF MINUTES  

(D. Spolestra/M. James)  
That the minutes of February 23, 2012 meeting of the Hamilton Status of  
Women Committee be approved, as circulated.  

CARRIED  

The notes from March 22, 2012 meeting, which was cancelled due to lack  
of quorum, were received.  

5. BUSINESS ARISING FROM MINUTES  

6. BUSINESS / DISCUSSION  

6.1 Workforce Census  
After reviewing the organization chart, committee members asked to be  
provided with more detailed gender based data coming out of the  
Workforce Census. This would include number of women, position  
breakdown and or location in the organization – management or frontline
and salary levels as compared to male counterparts. Maxine did request this information from Mary Agro in Human Resources as per the committee direction.

### 6.2 Survey Update
Patti McNaney advised that 184 surveys have been completed to date. She will resend the email with the link to the survey. The survey is also on the City of Hamilton’s website, under Access & Equity / Status of Women Committee page. Maxine will send committee members the link to the City of Hamilton Access & Equity page.

Patti will send the flyer to committee members and ask that they circulate to their networks. It was suggested that survey information be posted in:
- Ellen Fairclough Building
- Libraries
- Community Centres
- Women’s Organizations / Shelters
- Women’s locker room in gyms
- WAGA – Women Abuse Working Group

### 6.3 Focus Outreach & Communications Update
Members discussed the draft brochure & postcard layout that Factory[e] put together.

Maxine provided an update regarding her meeting with Tyler Cowie from Factory[e] and the Status of Women request for a standalone website and minor revisions to the current brochures & postcard design. The City of Hamilton is currently developing their website governance guidelines and will be revamping the website. Staff requested that the SWC review the report regarding the website that will be submitted to the General Issues Committee in the near future.

The Committee decided to focus on the postcard because it has the potential to be more useful to the needs of the Committee’s activities.

Maxine to obtain a shorter link to the Status of Women Committee’s web page and inquire about a City SWC email address. M. Carter will provide this information to Denise Doyle as soon as they are created.

### 6.4 Letter to Members of Council Regarding Budget Deliberations
Denise Doyle asked members what they would like to do regarding the draft letter to Council regarding budget deliberations. Two scenarios were discussed – send it to Council now with some modifications or send it to Council in September just prior to the start of the budget process.
Cathie Pead will edit the letter to reflect the changes suggested by members and bring it back to the May meeting.

7. NEW BUSINESS

7.1 Michelle Poirier, Myra James and Heather Judson helped with the judging for the YWCA’s Women of Distinction Awards. Denise Doyle thanked the women for their help. The event will be held at Liuna Station on May 9, 2012.

Maxine Carter will send an email to committee members reminding them of the event. Status of Women members usually attend the event. Please advise Maxine if you are interested in attending.

8. ANNOUNCEMENTS and INFORMATION SHARING

9. ADJOURNMENT
On motion, the meeting adjourned.

NEXT MEETING
Thursday, May 24, 2012
5:30 p.m. – Room 193, City Hall