MINUTES:  Status of Women Committee  
Thursday, September 25, 2008 – 5:30 p.m.  
Room 207, Hamilton Convention Centre

PRESENT: Denise Doyle, Lenore Lukaski-Foss, Jan Lukas, Thelma McGillivray, Patti McNaney, Joanne Ruggieri, Pat Saunders, Denise Spoelstra

REGRETS: Jennifer Aggus, Peggy-Anne Mansfield, Souhad Masri, Basharat Tayyab, Alex Weaver

LEAVE OF ABSENCE: Rose McAleer

1. WELCOME & INTRODUCTIONS

2. DECLARATIONS OF INTEREST  
None declared.

3. MINUTES OF MEETING

3.1 Minutes  
(P.Sanders/D.Doyle)  
That the Status of Women Committee minutes of June 26, 2008 were approved as circulated.  CARRIED.

It was decided to change the format of the agenda. Item 3 will be “Approval of Minutes” followed by “Business Arising”.

Discussion took place regarding the cost of refreshments.

(P.Saunders/P.McNaney)  
That the Status of Women Committee will dispense with refreshments at the meeting due to the cost. CARRIED.
BUSINESS ARISING FROM THE MINUTES

Proposed Work Plan & Subcommittee Delegation
The committee discussed Item #1, the CAWI document. Bev suggested that changes to documents be made in-house through the City of Hamilton. The committee to ask Jennifer to reconnect with CAWI to obtain an electronic version. SWC will work with Bev on this document. Document to be ready for approval at the December Status of Women Committee meeting. Jan joined this subcommittee.

Item #2 – Elect More Women Committee met on September 24, 2008. A social date has been set for November 18, 2008. A second meeting of this committee will be on October 21, 2008. The Elect More Women Committee would like to continue to partner with the Status of Women Committee. Jan joined this subcommittee.

Item #6 – Budget Review. Denise and Jan joined this subcommittee. A meeting date will be made.

Item #7 – Process for Contributions from Status of Women Committee. This Subcommittee will work with Bev to establish a process for contributions that the committee will make. Jan will join the subcommittee.

Item #8 – Committee Membership. The Status of Women Committee can invite women to sit in on our meetings to determine if they are interested in joining. Committee members are encouraged to recruit new members.

4. DISCUSSION ITEMS

4.1 SWC Meeting Etiquette
The following points were put forward by members:
- no sidebars
- respect when someone else is speaking
- established order of speaking
- remarks to be directed through the Chair, not other committee members
- stay on topic
- encourage full participation
- respect each other’s differences
- challenge any discriminatory comments
- announcements after New Business on agenda
- timeframes for discussion items
Pat will send Bev the Bourinot’s Rules of Order for distribution to committee members.

4.2 2009 Budget / Business Plan
Bev outlined the budget spent to date, budget requested last year and the process for obtaining funds from the reserve account. It was agreed that $3,500 would be requested for the operating budget for 2009.

(D.Doyle/L.Lukaski-Foss)
That $2,000 from the reserve be requested during budget deliberations for the Status of Women Committee. CARRIED.

Jan & Thelma will obtain past Status of Women Committee pamphlets to be scanned and sent to members.

(J.Lukas/J.Ruggieri)
That a draft Status of Women Committee pamphlet be available for review at the October, 2008 meeting. CARRIED.

4.3 Survey
Bev will have a link put on the City of Hamilton website so survey can be completed on-line.

Changes to the survey were put forward by the committee members. Patti to get together with Jennifer to simplify the language on the survey.

(P.Saunders/J.Lukas)
That the Status of Women Committee accept the survey as amended. CARRIED.

5. NEW BUSINESS

5.1 Federal Election
Denise Doyle will contact Gerry Fisher regarding the election being held during Yom Kippur to see if it appropriate for the Status of Women Committee to make a statement about it.

6. ADJOURNMENT
On motion, the meeting adjourned.
NEXT MEETINGS

Thursday, October 23, 2008
5:30 p.m. – Room 207, Hamilton Convention Centre

Thursday, November 28, 2008
5:30 pm – Room 207, Hamilton Convention Centre