

**Howard County Commission for Women  
9830 Patuxent Woods Drive  
Minutes for May 12, 2020**

**Members Present**

Kashonna Holland, Chair  
Meg Boyd, Vice-Chair  
Jessica Epps, Recording Secretary  
Judy Zhou, Student Commissioner  
Mae Beale  
Farida Guzdar  
Rhonda Jones  
Maxine Kellman-Allen  
Lanlan Xu

**Members Absent**

Dianne Paulus  
Phyllis Zolotorow

**Staff Present**

Cheryl Mattis, Executive Secretary

**Staff Absent**

**Guests Present**

None

**Call to Order:**

With a quorum present, the CFW meeting was called to order at 7:07pm.

**Approval of March minutes:**

- March minutes have not yet been received; therefore, no vote was taken.

**Executive Secretary's Report:**

- County Executive's staff is 100% teleworking; focus is on COVID-19 responsiveness.
- There is much work taking place to reduce food insecurity and homelessness; County is housing homeless individuals in hotels as needed.
- Hall of Fame work has been on hold. Most of the awards have arrived; what type of recognition should we do?
  - Recommendations from Commissioners included:
    - Sending or delivering awards in special wrapping and packaging
    - Brief WebEx event with introduction and/or presentations by the County Executive or County representative
  - It was agreed that Cheryl will see if the County Executive can attend a WebEx event. If so, what dates and times would work? If not, can someone else from his office attend?
- The Commission will have funds remaining at the end of the FY (exact amount not known at this time, \$2k was estimated). Funds will not roll over.
  - Commission decided to donate all or part of the funds to a nonprofit serving women in Howard County.
  - Rhonda will develop a spreadsheet in Google Docs and Commissioners will submit their suggested nonprofits for consideration by 5/22.
  - Commission will vote on suggestions during the next meeting and will work with the Communications Team to publicize whatever donations are made.

## **Outstanding Business**

- **Feminine Hygiene Product Drive**
  - Rhonda will reach out to the Correctional Facility to see how to best coordinate delivery of the items collected so far and report back in June.
  
- **Speakers Series**
  - Cheryl will check to see if we can use WebEx for our series and reach out to the Communications Team to let us know the timeline for promoting events. The answers will help determine when our next event will be held.
  - Kashonna will ask our next scheduled speaker if she/he is comfortable presenting virtually.

## **New Business:**

### **Election of Commission Officers for FY21**

- We will vote on officers (Chair, Vice Chair, and Recording Secretary) during the June meeting.
- Diane and Lanlan were voted in as the Nominating Committee (as they were last year) and will present a slate at the June meeting.
- Lanlan will email everyone a request for nominations, which will be due by 5/29. Nominations should include a brief bio on the individual being nominated along with what she would like to accomplish if elected.
  - Commissioners can self-nominate.
  - If conflicts arise with the slate, the Nominating Committee will resolve them prior to the June meeting.

### **Adjournment:**

A motion was made to adjourn the meeting. The motion was seconded, and all present were in favor and the motion was passed. The meeting adjourned at ? pm.

Submitted by Rhonda Jones

The next meeting will be held on June 9, 2020.