

COUNTY OF KAUAI
Minutes of Meeting
OPEN SESSION

Board/Committee:	Committee on the Status of Women	Meeting Date	May 4, 2020
Location	Teleconference via Microsoft Teams	Start of Meeting: 4:36 p.m.	End of Meeting: 5:13 p.m.
Present	Chair Darcie Yukimura. Vice Chair Regina Carvalho. Secretary Edith Ignacio-Neumiller (<i>signed on 4:46pm</i>). Treasurer Kathy Crowell. Members: Deena Fontana Moraes and Erika Valente. Office of Boards and Commissions: Administrator Ellen Ching (<i>signed on 4:32pm</i>) and Commission Support Clerk Sandra Muragin.		
Excused			
Absent			

SUBJECT	DISCUSSION	ACTION
	Administrator Ellen Ching reviewed the General Meeting Guidelines prior to the start of the meeting. Chair Yukimura, Vice Chair Carvalho, Member Fontana Moraes and Member Valente were signed into Microsoft Teams by video. Secretary Ignacio-Neumiller and Treasurer Crowell called into Microsoft Teams and entered the meeting by audio.	
Call To Order		Chair Yukimura called the meeting to order at 4:36 p.m. Attendance conducted by Roll Call: Member Crowell-present, Member Fontana Moraes-present, Member Valente-present, Vice Chair Carvalho-here and Chair Yukimura-present. Quorum established with five members remotely present.
Business	<u>CSW 2020-01</u> Results of Women’s History Month Essay Contest. Theme: “Valiant Women of the Vote.” [1/21/20, 2/18/20, 4/21/20] A. Vice Chair Carvalho to announce finalists <i>Secretary Ignacio-Neumiller joined the meeting.</i>	

SUBJECT	DISCUSSION	ACTION
	<p>Vice Chair Carvalho reported that she personally purchased gift cards for the ten entrants that did not place. The gift cards would be mailed with a signed acknowledgement letter. The four finalists will be mailed a \$100 prize check and a congratulatory letter, once its processed by the County’s accounting department. Vice Chair Carvalho said that all the finalist agreed to have their essay published and submitted a picture.</p> <p>Commission Support Clerk Sandra Muragin reported the finalist were contacted and all were excited and happy to have placed in the top four. The next step would be to do the press release.</p> <p>With no further discussion, Chair Yukimura moved on to the next agenda item.</p>	
	<p><u>CSW 2020-03</u> Discussion and possible action on remaining funds in the fiscal budget 2019-2020.</p> <p>Administrator Ellen Ching informed the committee that after consulting with Purchasing Department contributions to non-profits involved a lengthy process of treating it like a grant. This would involve the setup of guidelines to submit applications from all non-profits and then scoring each application. This process could not be done before the end of the fiscal year.</p> <p>The committee agreed to purchase advertisement and logo items and discussed the following suggestions;</p> <ol style="list-style-type: none"> 1. Vice Chair Carvalho suggested to advertise domestic violence resource information on Ho’ike. She said they offer a month’s worth of advertisement for a set amount. 2. Ms. Valente reported that the YWCA has seen an increase in domestic violence since the stay home mandate and although there is a 24/7 local call number for the YWCA, many are calling the Oahu YWCA phone number. She suggested advertising for the Kauai community using social media that can target demographics and partner with the YWCA who already has graphics and uses both social media and Ho’ike to advertise. 	

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	<p>3. Vice Chair Carvalho suggested spending part of the funds on advertisement and part on purchasing logo items.</p> <p>4. Ms. Fontana Moraes suggested advertisement on KONG radio, which also exposes their advertisements on various social media platforms.</p> <p>Due to limited time, Ms. Ching hesitated using radio which would require a script and a volunteer to speak. She suggested the committee stick with social media and Ho'ike advertisement and logo items. Ms. Valente volunteered to contact YWCA and report back to the committee. Ms. Muragin volunteered to get quotes on logo bags.</p>	<p>Ms. Valente moved to allocate remaining funds in the fiscal budget using 60% for advertisement and 40% for logo items. Ms. Crowell seconded the motion. Roll Call Vote: 6-Ayes, 0-Nays. Motion carried remotely 6:0.</p>
Announcements	<p>1. <u>Next Meeting: Wednesday, May 19, 2020, 4:30 p.m., remotely by Microsoft Teams.</u></p>	
Adjournment		<p>With no objections, Chair Yukimura adjourned the meeting at 5:13 p.m.</p>

Submitted by: _____
 Sandra M. Muragin, Commission Support Clerk

Reviewed and Approved by: _____
 Darcie Yukimura, Chair

(X) Approved as circulated. 05/20/20
 () Approved with amendments. See _____ meeting minutes.