



BLUE RIBBON COMMISSION ON THE ESTABLISHMENT OF A SACRAMENTO COUNTY WOMEN'S COMMISSION

**Ad Hoc Friends of the Commission Committee
April 22 2021
6:00 pm – 7:00 pm**

Zoom Call:

**[https://us02web.zoom.us/j/88080660117?pwd=YXNGZWVlQTVxMHhl
NENOS0p1bWYvQT09](https://us02web.zoom.us/j/88080660117?pwd=YXNGZWVlQTVxMHhlNENOS0p1bWYvQT09)**

Meeting ID: 770 438 1693

Passcode: tp8qzR

By Phone: +1 669 900 6833 US (San Jose)

Code: 7704381693#,,, *718683# US (San Jose)

- I. Review and approve March 25, 2021 Meeting Minutes

- II. Review March 25 Action Items

- III. Special Guest: Verna Liza Caba, Executive Director, SF Friends of the Commission

- IV. Q & A with Verna Liza Caba

- V. Next Steps

MEETING MINUTES

Ad Hoc Committee To Build A Friends of the Commission

March 25, 2021 6:00 pm – 7:00 pm

I. Recap of Current BRC + Commission Status:

- Applications are officially open for BRC Members!
- BRC staying in place until the official women's commission is fully seated

II. Discussion of Structure for Future 'Friends of the Commission'

- We will move toward a formal nonprofit status (501(c)3): **Lee, Carol, and PJ are coming up with a list of the steps we need to complete to make this happen**
- We will **ask the SF 'Friends of the Commission' if they have by-laws we can review and use for our purposes - Erin**
- Ideas for names: "Friends of the Sacramento Women's Commission" (keep "commission" in there so it's clearly connected)
- **Erin will reach out to Sacramento Women Lawyers** for additional feedback on the 501c3 process. Should cost about \$200 to file for nonprofit status but we will check on this.
- **Tonya would like to attend an SF 'Friends of the Commission' meeting** to see what their process and meetings are like
- Website suggestion for help with nonprofit process: <https://calnonprofits.org/resources/starting-a-california-nonprofit>
- Re: structure: we may eventually want a paid administrative position, maybe an Executive Director? We will discuss once we have more clarity about SF's by-laws

III. Discussion of Timeline

- The nonprofit process takes about 2-3 months, so we will start it now and hopefully finish by the time the Commission is officially seated, at which point the BRC can be archived.
- We can potentially utilize BRC + Sacramento For Women and Girls funds (about \$4k left) to fund some of the messaging and graphics we will need to communicate with public about the transition

IV. Website Transition

- Work to archive BRC website and create a new 'Friends' website

V. Next meeting (tentative): third week of April? We will circle back on this.