



City of Brockton Women's Commission Meeting Minutes July 27, 2023

In Attendance:

Janice Johnson Plumer, Chair—Present
Karlene Derozier-Brizard, Vice-Chair—Present
Martha Testa, Secretary—Present
Oluwatoyin Adewumi, Commissioner—Present
Sonja Dixon, Commissioner—Absent
Rita Spinola, Commissioner—Absent
Ruth Moore, Commissioner—Absent

Guest: Beverly Post

1. Call to order - 5:33
2. Meet and Greet--Janice Johnson Plumer discussed the Meet and Greet to be held on September 23, 2023, at the Brockton Public Library Lingos Auditorium. There is no fee to use the library. A discussion was held about the time for the event, and it was agreed that 10:00 to noon would be suitable. Further discussion was held about the details:
 - Theme will be "Meet the Commissioners"
 - Purpose is to introduce ourselves and tell attendees our mission for the women of Brockton
 - Resources will be shared
 - Coffee and donuts will be served (Janice will contact Dunkin' Donuts to ask for a donation)
 - Speaker suggestions were:
 - Tina Games
 - Victoria Truell
 - Phyllis Ellis
 - Flowers will be given to the speaker.
 - Children will be welcome & may participate in Saturday morning library activities or use crayons and coloring books.
 - Details need to be confirmed before marketing can begin.
 - Toyin suggested that the flyer be designed and printed by the city since the Commission is a city entity and this would be an opportunity to develop relationships. Agreed to have the wording on the flyer be welcoming, such as "The City of Brockton Women's Commission is inviting you to have coffee and chat with us." To be developed further.
 - Gift cards will be raffled—pulling a name from a hat. Toyin offered to get gift cards.

- Suggestions will be solicited from the audience. For example, What is the top issue/problem facing you today? Answer will be written on an index card and dropped into a box.
 - A sign-in sheet will be used for attendance.
 - The library kitchen can be used for hot water & teabags can be purchased for non-coffee drinkers.
 - A time-ordered agenda will be developed so that the event runs smoothly. For example, 10:00 – 10:20: refreshments & mingling, 10:25 – 11:00: Speaker, etc. Exact times to be developed.
3. Communication – Current communication process was discussed—email is the current system. Beverly Post suggested group text for quick responses.
 4. Women’s Commission email—Discussion was held about how to access the email account that has been issued to the Women’s Commission. Also, discussion was held about changing the name on the website to City of Brockton Women’s Commission, so all terms are consistent. Martha will contact Joe Johnson to discuss. Agreed that the officers would have access to the account.
 5. The meeting adjourned at 7:03.
 6. The next meeting is August 17, 2023, at 6:30 by Zoom.

Respectfully submitted,
Martha Testa
Secretary