I. **Call To Order And Establishment Of Quorum**
Chair Potopowitz called the meeting to order at 12:05 PM.

Present: Chair Barbara Potopowitz, Vice-Chair Maria Ornellas, Dennyse Grace, Carol Reimann, Molly Peck Murawski, Jennifer “Mino” Scott Uilani McLean, Susan “Netra” Halperin

Ex-Officio Excused: Leslie Wilkins

Staff: Mercedes D. Neri, Executive Assistant
       Jennifer Oana, Deputy Corporation Counsel
       Michelle Esteban, Administrative Assistant

Public Attendee: Janine Calvert-Biagi

II. **No Public Testimony**

III. **Review and Approve Minutes from the March 27 and April 16, 2013 Meeting**
Commissioner Grace moved and Commissioner McLean seconded the motion to accept the March 27 and April 16, 2013 meeting minutes. Motion passed unanimously.

IV. **No Correspondence received**

V. **Presentation by Jennifer Gladwin, Kelea Foundation for Women’s Sports**
Jennifer Gladwin distributed a copy of her PowerPoint. She runs a non-profit organization Kelea Foundation empowering women through water sports. She explained the foundation builds community around water sports and through that community make a difference starting in the water.

Ms. Gladwin explained the history behind Kelea Foundation. She explained who she has teamed up with such as the Hawaiian Canoe Club, Wahine Project, Get Glad Maui, etc.

Ms. Gladwin shared their weekly activities. She shared the foundation’s goals and ideas which includes getting Liability Insurance, raising money for equipments, starting free weekly Stand Up Paddling (SUP) clinics for at risk and displaced women, etc. She shared why the Kelea Foundation matters in our community.
VI. Items For Review/Discussion/Action Of Committee

Mr. Robert Straub and Mr. William Medeiros joined the meeting.

A. State Grant Money- Procedure and Discussion
Mr. Robert Straub, Office Manager in the Mayor’s Office, explained the procedure and discussed using the rest of the state grant for next year by using Purchase Order for preordering items for the Women’s History Month event before the fiscal year ended.

B. Clarification of $10,000 budget request
Mr. William Medeiros clarified that no Boards or Commissions received a budget except for the Charter Commission who had required expenses to take care of. He explained that CSW request for $10,000 has been denied.

Mr. Medeiros also explained the donation process through County Council.

C. Roles/responsibilities authority of CSW staff members – Michelle Esteban/ Bill Medeiros/ Jennifer Oana/ Mercedes Neri to each discuss for clarification for current and new members
Deputy Corporation Counsel Jennifer Oana explained her role is to give legal advice when asked or when not asked and to do research for the committee.

Ms. Michelle Esteban explained her role as the person who gets the agenda postmarked six calendar days before the meeting date. She explained she types the meeting minutes, and is a staff supporter when it comes to typing letter on letterhead, putting things together, etc. She shared she has to make sure there is a quorum for the meeting.

Ms. Esteban explained Mrs. Neri, Executive Assistant to the Mayor, is the liaison between Office of the Mayor and the Committee on the Status of Women.

D. Sunshine Law discussion in Detail- Deputy Corporation Counsel Jennifer Oana
Deputy Jennifer Oana explained the Sunshine Law in detail and with clarification.

Vice Chair Ornellas moved and Commissioner Grace seconded the motion to appoint Commissioner Halperin to write to Representative
Mele Carroll to draft a bill to exclude non adjudicatory boards and commissions from the Sunshine Law. Motion passed unanimously.

E. Attendance Rule Discussion (tabled)

F. Review of Letter to Mayor regarding Salary Disparity (tabled)

G. Election of Officers
Commissioner Reimann moved and Commissioner Halperin seconded the motion to nominate Chair Potopowitz to continue to be CSW’s Chair.

Chair Potopowitz discussed her term that ends March 2014. Chair Potopowitz accepts nomination. Motion passed unanimously.

Commissioner Halperin moved and Commissioner McLean seconded the motion to nominate Vice Chair Ornellas to continue to be CSW’s Vice Chair.

Vice Chair Ornellas discussed her term ends March 2014. Vice Chair accepts nomination. Motion passed unanimously.

H. Reception wrap up and assign members to 2014 Women’s History Month subcommittee
Vice Chair Ornellas reminded the Committee that we have wrapped up the session last meeting.

Commissioner Grace moved and Vice Chair Ornellas seconded the 2014 Women’s History Month subcommittee members: Commissioner Murawski, Commissioner Reimann, and Commissioner McLean. Motion passed unanimously.

I. Update on State Women’s Leadership Conference
Commissioner Grace reported there will not be a 2013 State Women’s Leadership Conference.

Commissioner Grace announced her resignation to the CSW.

Vice Chair Ornellas moved and Commissioner McLean seconded the motion to encumber the Monkeypod bowls for $588 for the 2014 Women’s History Month. Motion passed unanimously

Vice Chair Ornellas moved and Commissioner Reimann seconded the motion to encumber the leis for $750 for the 2014 Women’s History Month. Motion passed unanimously.
VII. Determine Next Meeting Date And Agenda
July 16, 2013
2014 Women’s History Month’s subcommittee report

VIII. Adjournment
Vice Chair Ornellas moved and Commissioner Reimann seconded the motion to adjourn. Motion passed unanimously.

Adjourned 2:05 PM