



**CITY OF SOMERVILLE
RACIAL AND SOCIAL JUSTICE DEPARTMENT**

SOMERVILLE COMMISSION FOR WOMEN MONTHLY MEETING

Tuesday, August 19, 2025

7:00 to 8:00 p.m. (Virtual Meeting)

Meeting Minutes published on August 22nd at 10:45 a.m.

Pursuant to Chapter 2 of the Acts of 2025, this meeting of the Somerville Commission for Women may be conducted via remote participation. We will post an audio recording, audio video recording, transcript, or other comprehensive record of these proceedings as soon as possible after the meeting on the City of Somerville website and local cable access government channels.

Join Zoom Meeting:

<https://us02web.zoom.us/j/89967822621?pwd=b1an13vhU6vdB2cl2qTmg4CmiRm>

Lbn.1 Meeting ID: 899 6782 2621

Passcode: 109929

By phone:

• +1 646 558 8656 US

• +1 646 931 3860 US

Meeting ID: 899 6782 2621

Passcode: 109929

AGENDA

1. Review of “Somerville Commission for Women Structure” document

- a. Melissa asked about operational definitions for the State Handbook-proposed committees (6 total). Angie clarified and provided examples while notes were taken live in the document by Katelin.
- b. Angie expressed a need for social media/communications being a priority. Outreach is key right now for the SCW. She will look into what social media the SCW has access to.
- c. Neeraj asked how we will learn about the issues and needs in our community. She wondered if the mayor would meet with us to inform us.
- d. Jenn noticed there is some overlap in what each committee will be responsible for.

- i. Angie confirmed there is flexibility on the names and goals of the subcommittees the SCW ultimately chooses.
- ii. Katelin echoed there will be flexibility and answered that there are no plans to meet with the mayor. However, we plan to learn about needs through friends, neighbors, and attending community events.
 - e. Jenn inquired about a way to track our community outreach activities
- i. Katelin said she had a spreadsheet to track this.
 - f. Organization into sub-committees
- i. Bobby proposes collapsing the committee into three categories
 - 1. Ayerim agrees with Bobby. Ayerim agreed with members self-selecting into sub-committee groups.
- ii. Jenn inquired about how many hours each subcommittee should meet. Katelin said each commissioner must engage in ~5 hours per month. She said Commissioners should plan on dedicating one-hour per month.
 - g. Katelin proposes that each commissioner self-select into subcommittees.
- i. Commissioners self-select into subcommittees during the meeting. Groups were voted on and approved by members present.

2. Project Proposal (Jenn)

- a. Classes offered by people taught in our community. Jenn suggests working at the intersection of art. Inherent focus on interdisciplinary learning and connection. Examples include ‘how to prune a tree;’
- b. Alex likes this idea and suggested outreach as a priority before moving forward with the idea so that we have a cohort of attendees. Angie clarified this idea is not foreign and very much possible.
- c. Nykia clarified the group has its feet in two places: long-term sustainability and short-term community engagement. The group nodded in agreement.

3. New Commissioner Orientation (Alex)

- a. Alex offers a slide deck of a proposed onboarding document/slideshow, including Somerville community demographics, as well as languages spoken at home and income statistics. Alex invited members to add comments and thoughts to the document.

4. Question & Answers

- a. Jenn
 - i. Does the city have “commission rules?”
 - ii. Do commission co-chairs meet to discuss SCW goals, priorities, etc.?
 - iii. For professional development purposes, can the city approve our commission status on LinkedIn etc.?
 - 1. Katelin agrees and says that both she and Alex are already connected on LinkedIn.

5. RSJ Updates (Angie)

- a. First newsletter went out last month via email listserv.
- b. The RSJ team is hoping to provide guidance on community outreach and engagement to the SCW and help commissioners to answer questions:
 - i. What's an elevator pitch for the SCW?*
 - ii. What do I say if someone asks me about a lawsuit against the city?*
 - iii. What are best practices when tabling and engaging with the community?*
- c. Tabling opportunity:
 - i. Gilman Square Festival (09/13/2025)
 - ii. Fluff Festival (September)
 - iii. Welcoming Week (09/12-22)
 - 1. SCW has been invited to participate.
 - 2. Theme: "The Stories We Share"
 - iv. Monster Mash (October)
- d. Melissa noted that the website is not allowing her to sign up for the RSJ listserv.

1. Kateline moves to close the meeting. ____ agrees.