

## Cambridge Commission on the Status of Women Meeting Minutes

*December 10, 2025*

**Present:** Kristine Pereira-View, Sweta Joshi, Mara Murray Horwitz, Robin McCree, Jean Connor, Vicky Abou, Caitlin Dube, Rhonda Greene, Pauline Wells

**Absent:** Caroline Palavicino-Maggio, Natalie Le

**Staff:** Shameka Gregory (Executive Director); Diana Milkey (Administrative Assistant, Office of Equity and Inclusion)

**Members of the Public:** Caroline Hartman, Cheryl Hamlin

### 1. Call to order

- ED Gregory, called this meeting to order at 6:09.
- Commission informs ED Gregory of previous decision to have in-person meetings only and requests Zoom to be closed.
- After attempting to communicate with the one public viewer on the Zoom call with no answer, the Zoom call is shut off.

### 2. Review and approval of September 2025 meeting minutes

- Meeting minutes from November 2025 unavailable.
- Commission does not meet over the summer. Used October meeting to attend annual Domestic Violence vigil
- No vote taken on minutes from September meeting.

### 3. Review and approval of agenda

- Commissioner Connor recommends amending the agenda to move the Discussion Regarding Recent Restructure to the end of the meeting
  - Commission voted in negative
- Commissioner Dube recommends moving into Executive Session to focus on discussing the recent changes.
  - ED Gregory reviewed reasons to move into Executive Session under open meeting law and found under the first reason listed “To discuss the reputation, character, physical condition or mental health, rather than professional competence, of an individual, or to discuss the discipline or dismissal of, or complaints or charges brought against, a public officer,

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**employee, staff member** or individual.” Written notice was not provided to the individuals discussed during open session.

- Commissioners voted to move into Open Session to discuss restructure

#### **4. Executive Session - Discussion Regarding Recent Restructure**

- Due to confidentiality laws surrounding an Executive Session, meeting minutes from the Session will not be published at this time.
- After Executive Session, the Open Meeting was called back into order.

#### **5. Resumption of Open Meeting**

#### **6. Updates:**

- Girls in Sports Night – January 20
- Commissioner Connor brings up the Planning Committee and ED Gregory shared that there is an upcoming meeting with Planning Committee on Monday, 12/15.
- Book Club for “How We Get Free: Black Feminism and the Combahee River Collective” Partnering with the LGBTQ Commission and Central Sq. Library
  - Commission votes in favor of sponsoring this book club.

#### **7. Recruitment**

- Applications are currently coming in to fill Commission vacancies
- Closing date is January 9<sup>th</sup> for applications
- Commissioner Dube asked about the changes in language for the applications.
  - All edits were presented in a handout to the Commissioners. (Item 1 below)
  - ED Gregory explains that there needed to be intentional language added to help people feel that their participation is desired. Motivation to appeal to a broader community.
  - No further discussion on recruitment or announcement. No vote taken on language of recruitment announcement.

#### **8. Commissioners**

- Commissioner Rhonda Greene announces that she will be resigning from the Cambridge Commission on the Status of Women effective at the end of the current meeting.
- ED Gregory requests an email with the formal resignation.
- Commissioner Greene states that this will be her last official meeting and requested her justification be recorded, being that she wants to be a mouthpiece for justice for women and she does not appreciate that policy makers get to break policy while others are held to a higher standard within the City. She feels that she will not be able to speak her mind effectively or advocate for change as a member of this Commission and adhering to the rules of the City. Commissioner Greene states that she fights enough in her day job and doesn't want to do that here as well.

#### **9. Early Dismissal**

- Commissioners Murray Horowitz and Dube need to leave early and are dismissed.

#### **10. Chairperson Discussion**

- ED Gregory shared proposal for role and responsibilities of Chair persons for the Commission (Item 2 below)
- Commissioner Connor states her belief that the job of a chairperson is the job of staff and that they shouldn't have to have one. Discussion on whether or not to officially have a chairperson is tabled until next meeting.

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- ED Gregory clarifies that the existence of a chairperson is meant to give more agency to the body of the Commission as opposed to the executive director setting agendas and directing the group.
- Commissioner Connor also says that the number of people the Ordinance requests is too many as well. The commission mentions that potentially revising the Ordinance should be on the agenda in the future.

**11. Action Items**

- Commission would like to meet before next official meeting.
  - Voted unanimously in favor of holding a virtual meeting
  - ED Gregory will follow up with scheduling options

**12. Adjournment**

- ED Gregory officially adjourned the meeting at 7:54 PM.

Item 1

**Edited City of Cambridge Seeking Residents to Join Commission on the Status of Women**

Do you or does someone you know have an interest in advancing equity for women and girls? Cambridge City Manager Yi-An Huang is seeking to fill vacancies on the Cambridge Commission on the Status of Women.

The Cambridge Commission on the Status of Women welcomes ALL women who want to work for equity. This includes trans women and women of all racial, religious, and socio-economic statuses.

As the Commission celebrates 50 years, we want to honor our past while shaping the future of women in our City.

Applications are due by Friday, January 9, 2025 and can be submitted to the City Manager's Office using the City's online application system at  
<https://www.cambridgema.gov/apply>.

A cover letter, resume or applicable experience can be submitted during the online application process. If you would prefer to share your interest through conversation, please use the contact information below to schedule time to meet.

Applicants **must** be Cambridge residents representing the various neighborhoods and diverse communities of Cambridge.

**What is the role of the Cambridge Commission on the Status of Women (CCSW)?**

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The CCSW works to advance equity for women and girls in Cambridge by assessing the shifting needs of women in our community and working collaboratively to find creative solutions through advocacy, programs, and community engagement. Our work depends on the insights and ideas of our Commissioners. CCSW often works in partnership and collaborates with other City departments, local organizations, and the various communities that make up Cambridge. Our work is driven by the insight and ideas of Commissioners as well as their support of initiatives and events that advances equity.

### **How long do members serve on CCSW?**

The members of the Cambridge Commission on the Status of Women serve as volunteers for one, two, or three-year terms. Each commissioner can serve two consecutive terms.

### **When does the Commission meet?**

CCSW currently meets on the second Wednesday of every month at 6:30 p.m. It is preferred that members meet in person however a virtual option is available on an as needed basis. Members must attend monthly meetings and take part in projects, events, and programs. as needed.

CCSW is committed to accommodating applicants with scheduling conflicts, including single parents, those with evening work commitments, etc.

### **What are the duties, responsibilities, and requirements of CCSW Commissioners?**

Commissioners work with each other and office staff to fulfill CCSW's powers and duties outlined in the Ordinance ([Cambridge Municipal Code No. 885](#)).

The City of Cambridge is committed to advancing a culture of antiracism, diversity, equity, and inclusion.

All board and commission members in Cambridge must value the experiences of people with a variety of identities and have a desire to advance equity for women from all backgrounds. ~~have the ability to work and interact effectively with individuals and groups with a variety of identities, cultures, backgrounds, and ideologies.~~

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~~Minorities, veterans, members of the LGBTQ+ community, and persons with disabilities are encouraged to apply..~~

### **When is the application deadline for the CCSW? How do I apply?**

Applications are due by Friday, January 9, 2025 and can be submitted to the City Manager's Office using the City's online application system at [Cambridgema.gov/apply](http://Cambridgema.gov/apply).

If you need help filling out your application or have any questions, please contact CCSW at: [womenscommission@cambridgema.gov](mailto:womenscommission@cambridgema.gov) or [boardsandcommissions@cambridgema.gov](mailto:boardsandcommissions@cambridgema.gov)

Call 617-349-3290

Learn more about the Cambridge Commission on the Status of Women at <https://www.cambridgema.gov/Departments/womenscommission>.

Item 2

### **Potential Temporary Role of Chair/Co-Chair**

The Commission is led by a chair or co-chairs who are selected from among the serving commissioners, plus the Executive Director (E.D.). The Commission chair(s) lead the monthly meetings of the Commission, and they or the E.D. represent the Commission as needed with other Cambridge leadership or organizations. Some of the month-to-month obligations of the leaders are:

- Draft monthly meeting agenda and share with E.D. in a timely fashion (at least 4 days before the meeting) to publish in accordance with open meeting law
- Ensure minutes are prepared and shared with E.D. in a timely fashion (within 2 weeks following the meeting) to publish in accordance with open meeting law
- Stay up to date with current happenings around the City that may connect to or impact the Commission
- Create an annual report on Commission activities
- Meet regularly amongst themselves to keep the business of the Commission moving.

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