

**MAYOR’S COUNCIL FOR WOMEN MEETING MINUTES
VIRTUAL - ZOOM MEETING
DURHAM, NORTH CAROLINA
FEBRUARY 10, 2026
6:00 PM**

The Mayor’s Council for Women held a regular business meeting on the above date and time virtually on Zoom.

MEMBERS PRESENT: Chair Kershemia “Shea” Ramirez, Vice Chair Akeyya Umstead and Board Members: Darcel Dillard, Sheena Mathews, Leslie Nydick, Krisstonia Spruiell, Aleccia Sutton, and Stephenie Williams.

ABSENT: Board Member Tomara Gee

CITY COUNCIL LIAISON: Council Member Shanetta Burris

CITY STAFF PRESENT: Assistant City Clerk Javon Pratt

Chair Ramirez called the meeting to order at 6:05 p.m.

Chair Ramirez performed roll call.

Subject: Approval of Minutes

- a. Meeting on January 13, 2026

MOTION to approve the January 13, 2026 minutes as presented. (Nydick/Sutton at 6:09 p.m. 8/0)

Subject: Approval of Agenda

MOTION to approve the February 10, 2026 agenda as presented. (Spruiell/Williams at 6:10 p.m. 8/0)

Subject: Ceremonial Items:

- Chair Ramirez welcomed members and recognized February as Black History Month.

Subject: Public Comments

- Chair Ramirez opened the floor for public comments.
- There were no public comments received.

Subject: New Business

A. 2026 Goals & Objectives

- The board discussed establishing 2026 goals, including:
 - Distribution and implementation of the previously developed community survey.
 - Establishing a centralized digital repository, such as Google Drive, for Board documents, reports, and marketing materials.
 - Securing an official email account and social media account to communicate with the public.
 - Increasing documentation of board initiatives for continuity and historical record.
 - Exploring the use of the logo for branding and outreach materials.
- Board members agreed to focus on completing existing initiatives before launching new projects.

B. Cornwallis Community Clothes Closet

- Chair Ramirez provided an update regarding the clothes closet initiative at Cornwallis:
 - The building currently had no heat.
 - A window was damaged and boarded.
 - Work orders had been submitted through Durham Housing Authority (DHA), but repairs were pending.
 - A meeting with DHA (Melvin Green) was scheduled to clarify space allocation and approval requirements.
- The board agreed to pause implementation until repairs were completed.

C. Habitat for Humanity

- The board reviewed the following participation option:
 - Women Build participation required a fee (\$500–\$1,000 depending on group size).
- Due to budget constraints and scheduling conflicts, the board opted to participate in a standard build day instead.
- Board members voted to schedule the build for fall (September or October preferred).
- Chair Ramirez will coordinate scheduling with Habitat for Humanity.

D. Urban Ministries/Volunteer Engagement Opportunities

- Vice Chair Umstead mentioned following up with Urban Ministries regarding spring volunteer opportunities. She also added that dates for Families Moving Forward

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- service opportunities (e.g., birthday parties, community support events) would be provided.
- Board Member Sutton volunteered to assist in identifying and coordinating volunteer initiatives.
 - The board also discussed:
 - Creating cards for local hospitals or children's organizations.
 - Exploring partnerships with maternal health organizations.
 - Participating in awareness-based community initiatives.

Subject: New Business

A. Staff Liaison Update

- Council Member Burris reported that the City Manager was working to identify a staff liaison. Further updates were expected following a meeting later in the week.
- The board discussed the importance of a staff liaison to:
 - Manage email and social media
 - Distribute the community survey
 - Oversee public communications
 - Ensure compliance with City policies

B. Fundraising Inquiry

- Board members discussed potential fundraising opportunities.
- Assistant City Clerk Pratt noted that clarification from the City Attorney's Office was needed regarding fundraising parameters for City boards.

Subject: Open Discussion

- Board Member Spruiell asked if changes in mayoral leadership would impact the board.
- Council Member Burris and Assistant City Clerk Pratt confirmed that the board's structure and function remained consistent regardless of changes in mayoral leadership.
- Assistant City Clerk Pratt encouraged the board to review bylaws and past minutes for historical reference.

With no further business to come before the board, Chair Ramirez adjourned the meeting at 6:57 p.m.

Respectfully submitted,
Javon Pratt
Assistant City Clerk
Office of the City Clerk