

Utah Breastfeeding Coalition

Executive Committee Meeting (11:00 am – 12:00 pm)

12/9/08

Minutes

Executive Committee Members Present: Patrice Isabella, Cara Munson, Elizabeth Smith, Marie Nagata, Heather Hendriksen, Susan Johnson, Kathy Pope, Sonya Fowles

Absent: Melissa Knighton

Recorder: Marie Nagata

Action items highlighted

Discussion Item	Action/Follow Up
Review and approve meeting minutes	<p>Patrice Isabella opened the meeting. Minutes were approved. Patrice will send them to Lisa to post on the web.</p>
Education event	<p>The event will be held January 28, 2:00 at the Cannon Health Building. There will be opportunities to also attend via Telehealth. Dr. Jay Moreland will present on Cultural Competency and Breastfeeding.</p> <p>CERPs – Cara needs objectives from Dr. Moreland before we can finish the application. If it is not approved before the meeting, we will send information out to attendees on how to receive credit. We will not do the paperwork for nurses to receive CEUs.</p> <p>Elizabeth will send out a flyer and ask people to post in their work site. Cara and Patrice will try to find an email list for hospitals, OBs, and Pediatricians.</p> <p>We would like everyone to register for the event to get a count. Heather will set up an evite for everyone to RSVP and send it current, past and potential members.</p>

	<p>At the meeting, the new officers will be presented, bylaws reviewed, and a celebration for the Baby Friendly Hospital. Kathy will display the Business Case and provide healthy snacks.</p> <p>Handouts will need to be sent to each site and a site coordinator identified. It is suggested that the PDF of the handout be placed on the website and everyone can then make their own handouts. With Jay's approval, Cara will get the PDF to Lisa to post on the web.</p>
Website	<p>Susan suggested making the Business Case more accessible and visible on the website as well as baby friendly information, especially the 10th step. Elizabeth will work with Lisa on this.</p>
UDA conference	<p>Dr. Mom, Marianne Neifert, will be presenting at the UDA conference April 2-3. Do we want to capitalize on it? How much would she charge? When is UDA using her? Cara will follow up.</p> <p>This is also the same time as the Perinatal Conference.</p> <p>Patrice and Sonya will display at UDA conference.</p>
Membership/Elections	<p>Elections went out last week. Via survey monkey.</p> <p>Sonya has all the membership forms from 2008. Heather has created a spreadsheet on the yahoo account which contains all members from past and present. This is the spot where all member information should be kept. Sonya will enter her information into the spreadsheet or find help from heather.</p>
Treasurer's report	<p>Marie provided an update on the budget. We currently have \$3793.73 in the checking account, \$4228.46 in paypal, and \$1787.53 in the money market. We have only spent \$1491.41</p>

	of the \$5000 for the Business case.
Legislature	Elizabeth is working on a bill to protect worksite lactation. She is working with Rhode Island who also has a bill. JudyAnn Buffmeyer and Roz McGee were mentioned as someone who can help with the legislation process.
2008 Annual Report	Everyone needs to submit an article to Patrice by December 31. Heather has the format from last year and will send it to Melissa for her to work on this year.
Transition plan	Marie will get with Heather to provide her with training and information on the Treasurer's responsibilities. Marie will add Elizabeth and Heather as signers on the checking account and remove herself. Patrice will continue to check the mail.
USBC mini grant	The USBC mini grant is due January 9. Elizabeth and Patrice will work on submitting a grant from Utah to hire a consultant. This consultant will be used to help with bylaws and structure of UBC.
Next meeting	Not scheduled. New committee members will schedule at a later date.