

UBC committee meeting

MINUTES

JUNE 8, 2010

11:00-12:00

FACILITATOR	Marlee DiCristafano
ATTENDEES	Kathy Pope, Cara Munson, Patrice Isabella, Heather Hendriksen, Karin Hardman

Agenda topics

PROGRESS REPORT ON 501C3
STATUS

MARLEE/KARIN

DISCUSSION	
	<p>- Marlee needs financial reports from last 3-5 years to proceed. Heather to email to Marlee with tax id number. Once bylaws are completed, will schedule meeting with Marlee's brother and/or Melissa's husband to move forward with 501c3 application.</p> <hr/> <p>-Karin working on bylaws. Decided on executive committee consisting of Past President, President, President-Elect, Secretary, Treasurer and board consisting of executive committee and chairs of committee (Café, education, legislation & policy, marketing & membership, milkbank, worksite, community groups, AAP rep). Karin to check Utah non-profit for guidelines on quorum needed (50%?) to make decisions.</p>
CONCLUSIONS	Karin to continue revising bylaws, upon approval by executive committee, Marlee to schedule meeting with appropriate parties to move forward with application.

MARKETING/OUTREACH

MARLEE

DISCUSSION	New committee member!
	<p>- Marlee and Kathy identified Jessica Bartlett, accepted invitation to serve as marketing/outreach chair. Jessica is a nursing student , peer counselor with WIC and doula.</p> <hr/> <p>- Jessica has a contact (website designer) that has helped her develop sites in past. Jessica to contact and find out interest in helping UBC improve/expand our website.</p>
CONCLUSIONS	Marlee to email Jessica's email so she can be added to our contact list.

UBC/CBC MEETING

MARLEE

DISCUSSION	Update from Dr. King meetings
	<p>- Dr. King trying to understand role with PANO. Patrice to schedule meeting with Dr. King, Elizabeth and Dr. Hightower to clarify roles.</p> <hr/> <p>-Dr. King implemented Ruth Lawrence's curriculum (~ 6 hours) with pediatric residents at U.</p> <hr/> <p>-Dr. King to visit with other hospital MDs with goal to establish BF contact in each hospital with high L&D rates. Kathy to identify hospitals with high L&D rates and share with board so board members can establish contacts (lactation consultants, RDs, RNs) at appropriate hospitals. These contacts would be invited to be active members of UBC. Karin to contact Logan Regional; has contacted in past but feels may have more success representing UBC vs La Leche League.</p> <hr/> <p>- Dr. King planning to come on opposite months of CDC call to UBC meetings.</p>
CONCLUSIONS	Dr. King making progress!

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Email financial reports to Marlee	Heather Hendriksen	ASAP
Revise bylaws, share with board	Karin Hardman	July 13
Email Jessica's contact information to Cara	Marlee DiCristofano	ASAP
Get in touch with contact to determine interest in helping with website	Jessica Bartlett	July 13
Set up meeting concerning PANO	Patrice Isabella	July 13
Look at state reports to determine hospitals with high L&D rates	Kathy Pope	July 13

Website to access previous USBC bi-monthly calls:

<http://www.usbreastfeeding.org/Coalitions/CDCUSBCBiMonthlyTeleconferences/tabid/76/Default.aspx>