

UBC committee meeting

MINUTES

JULY 13, 2010

11:00-12:00

FACILITATOR	Kathy Pope
ATTENDEES	Cara Munson, Melissa Knighton, Heather Hendriksen, Karin Hardman, Elizabeth Smith

Agenda topics

REVIEW JUNE MINUTES AND ACTION ITEMS

KATHY

DISCUSSION	
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Action items completed:

- Heather emailed financial reports to Marlee
- Kathy sent out state reports of hospitals with high L&D to board

Action items in need of attention or unsure of status:

- Board needs Jessica's contact information (Marlee)
- Jessica to report on website contact potential
- PANO meeting set up with Dr. King, others? (Patrice)
- 501© 3 status (Marlee). Melissa's husband still willing to help with paperwork after September 15th.

CONCLUSIONS	Please be prepared to report on unresolved action items at August meeting.
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CDC/MPINC SURVEY AND NEED FOR UBC REPS IN HOSPITALS

KATHY

DISCUSSION	
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- Kathy shared result of survey that ranks Utah hospitals for baby friendly practices. Utah has room for improvement!

- Need to establish UBC contact/rep at each hospital. Karin met with lactation staff at Logan Regional; they were receptive to providing a representative.

Assignments (visit hospital and establish contact by September meeting):

Davis: Melissa
Ogden Regional & McKay-Dee: Cara
U of U: Elizabeth
Utah Valley: Marlee
IMC, St. Mark's: Kathy

CONCLUSIONS	Remaining hospitals with high L&D rates to be assigned?
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BREASTFEEDING CAFÉ

MELISSA

DISCUSSION	Volunteers needed to fill shifts!
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- Budget:

Fliers: Melissa would like to print fliers (400 total with 100 of 4 per page) advertising café.

Photo gallery: suggested printing off 1 photo for each photographer (on foam; nice quality to use from year to year).

Photographer would supply digital image as well. Karin asked about availability for other cafes in state and agreed that image would be shared.

Appetizers: for kick-off event, ~45 people, decided on \$200 (BCB funds)

-Will be setting up on 27th. need help. Cara to provide glider, others available? Sonya?

-Elizabeth to send out press releases.

- Blog carnival to begin on July 18th.

CONCLUSIONS	Café shaping up nicely.
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BCB

KATHY

DISCUSSION	\$7000 needs to be spent by November!
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- Ideas to spend money:
Billboard, purchase pumps for businesses to provide for employees and/or for pump rebate program (UBC working moms), seed money for businesses to start lactation programs. Kathy to check on BCB rules.

-Heather voiced concerns about what financial records are going to be required to reconcile our reports.

CONCLUSIONS	Need to spend money quickly or will lose.
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BYLAWS

KARIN

DISCUSSION	
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- Karin has not been able to find consistent number for quorum; most are slightly above ½. Leadership will continue to be appointed by executive board (no vote needed). Karin to add clause about procedures in event need to end leadership term early.

CONCLUSIONS	Karin to complete and email out rough draft prior to next meeting.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
June action items as previously assigned.	Marlee, Jessica, Patrice	ASAP
Visit hospital(s) to establish UBC contact	Board members as assigned	Sept UBC meeting
Send out press releases for Cafe	Elizabeth Smith	ASAP
Check on BCB rules for use of money, financial report requirements.	Kathy Pope	July 31
Revise bylaws and email draft to board	Karin Hardman	August UBC meeting