

Utah Breastfeeding Coalition Executive Committee Meeting Minutes
Tuesday, January 15, 2008
Cannon Health Building, Room 401

Members in attendance: Patrice Isabella, Marie Nagata, Elizabeth Smith, Elena Stevens, Heather Hendricksen, Cara Munson, Sonya Fowles, Melissa Knighton

Excused: Kathy Pope, Nicole Bernshaw,

- Introductions
- New executive committee members need to meet with predecessors if they have not done so
- Upcoming Events:
 - USBC conference
 - Presentation is ready
 - Patrice And Elizabeth going for conference, presenting on Breastfeeding Café. Elizabeth and Judy attending Train the Trainer preconference.
 - February Education Event with Amy Spangler
 - 70 people have registered, 37 have paid
 - Should we send reminders to pay?
 - If we need to pay we need to register “pay by check” to save spot.
 - Marie: We need 70 people to register to cover costs.
 - Kathy will make contact with Guesthouse
 - Cara will contact Emily to find out what is included in packets, if WIC is providing copies
 - At registration: Packets, nametags, lists
 - Elizabeth will contact Kathy about food
 - Door prizes
 - We have pumps, books, and sarongs.
 - All executive committee members should try and secure one door prize: Elizabeth will e-mail a letter if we need it.
 - Parking: Information should be emailed to attendees.
 - Planning committee will meet prior to event
 - We need to ask Kathy/Lisa about what is included in the \$60 registration fee: UBC membership? Why is the difference for nonmembers and members only \$10 when a regular membership costs \$15?
 - Lactation Training
 - Judy Harris has requested UBC sponsor 40 hour LT course in August 2008
 - Cara will ask Judy exactly what is needed: What does the University have planned? What is the budget?
 - Marie: we may not know where we stand financially until after February conference; budget may be slim.
 - Elizabeth and Cara will be attending
 - Opportunity for promotion?

- Meeting Schedule for 2008
 - Last year UBC Executive Committee met 2nd Tuesday of each month.
 - The UBC teleconference is the 2nd Tuesday of each even month from 12:00 to 1:00
 - Do we want to reconsider the time or location for UBC Executive Committee meeting?
 - We will start out by meeting monthly
 - Next meeting: February 12th 11:00 to 2:00 w/ teleconference at noon. A phone line may be needed for those who cannot attend.
 - Heather can not make it until 11:15
 - Melissa may have to leave at 1:30
 - Elena may need to call in.
 - Active working committees need to form and committee chairs need to provide information in the meetings about committee goals.
 - A retreat was held for the last two years as a “kick off” to set goals and establish priorities.
 - After some discussion about whether or not a retreat is needed this year, as Executive Committee has a strategic plan for this year, it was decided that a retreat would be a good idea for the purpose of discussing how our goals can be made accessible to members and potential members.
 - Tentative date: Friday, March 21st 9:00 to 1:00.
 - Patrice will find out if 44 Med. Has an available waiting room.
- Committee Updates
 - Promotions (Heather): Kathy met someone at the Breastfeeding Café who was interested in being involved with promotions. Heather will find out who this person was and how to contact.
 - Heather had idea for a traveling Breastfeeding Café (similar to the Breastaraunt in *Mothering Magazine*) that could be taken to local events around the state (Babyfest, What a Woman Wants, Farmers Markets, local fairs, etc.)
 - Some of the events may be more accessible to us than others, budget wise.
 - We could write grants to obtain funding for supplies and fees.
 - We need to find out what Kathy already has that would work for this and what would need to be printed or purchased.
 - Heather will keep a file of ideas for promotion
 - Membership/Nominating (Elena)
 - Elena will meet with Emily to discuss chair’s responsibilities
 - Elena asked where our members come from: University, WIC, LLL, Midwives College of Utah, Moms.
 - What are the benefits for moms to join?
 - Should we have an event for Moms? Or does LLL fill that need?

- How can we make our goals more accessible to our members? See discussion about March retreat above.
 - Policy (Sonya): We are working on obtaining 501 (c)(3) status; we need someone with legal expertise to help with this.
 - Elena's husband might be able to help or might know someone who could help
 - Utah non-profit membership: should the group join or an individual? When do we need to pay the fee?
 - Education (Cara): Members Brenda and Andrea would like to be involved. Cara would like to enlist more members to become involved with education. Our goal this year is to continue to educate health professionals.
- Other Business
 - Peri-natal Conference at Homestead March 13th 7:45 to 3:00
 - Elizabeth asked if we want to have a member booth at this event: Kathy and Sonya will help.
 - 2008 Breastfeeding Café
 - Volunteer coordinator needs to be assigned (as well as other roles)
 - Planning meeting to follow.
 - Do we want to have a shorter Café this year?
 - We will wait to market café until our goals for this year are clear.
- Meeting adjourned. Next meeting: February 12, 2008 11:00 to 2:00 Cannon Health Building. USBC teleconference from 12:00 to 1:00.