

Utah Breastfeeding Coalition
Executive Committee Meeting (11 am – 12 pm)
10/9/07
Final Minutes

Executive Committee Members Present: Lisa Harper, Patrice Isabella, Marie Nagata, Elizabeth Smith and Emily Waddoups
Absent: Ellen Kitzmiller, Kathy Pope
Recorder: Phyllis Crowley

Discussion Item	Action/Follow Up
<p>Opened Executive Meeting 11 am – 12 noon</p>	<p>Lisa Harper opened the Executive Committee Meeting with a discussion about the 11/27 CEU event featuring Dr. Moench. Everyone agreed not to pay the \$50.00 for obtaining CERP credit. Videoconferencing for this event must be set up through Lisa.</p>
<p>Amy Spangler Event- 2/19/08</p>	<p>Lisa Harper reviewed the plans and agenda for the all day Amy Spangler event.</p> <p>The total cost for this event is estimated at \$4,700.00.</p> <p>The following decisions were agreed upon.</p> <ul style="list-style-type: none"> -Registration fees: \$60.00 (non-UBC members); \$50.00 (UBC members) and \$30.00 for WIC staff and full time students -Leads for each area include: Registration: Lisa Harper Registration Folders: Intern (E. Smith) Food: Elizabeth Smith Raffle drawings: Emily Waddoups CERPS: Nicole Bernshaw Evaluation: Phyllis Crowley Working Sessions: Patrice Isabella Marketing: E. Smith and intern—all marketing will be done via email and posting flyers at various locations. We will not do any mailings.

	<p>Possible \$1,000.00 sponsorships: -Medela -Utah WIC Program</p> <p>Everyone agreed with Lisa's suggestion for conference attendees to return after lunch to a presentation by Amy Spangler and then follow with the UBC Working Sessions while ending the day with a final presentation by Amy Spangler.</p> <p>Phyllis Crowley will follow up and send Elizabeth Smith contact names for the University of Utah's Conference Planners.</p>
Bylaws	<p>Lisa Harper suggested that Jean Herrmann be asked to work on the UBC Bylaws since Ellen Kitzmiller has limited time. Everyone approved this recommendation and Lisa will contact Jean.</p>
501c3 Status	<p>Patrice Isabella will pursue an independent business contact to work on obtaining 501c3 status for UBC.</p>
Finances	<p>Marie Nagata reported that the UBC checking account is about \$900.00 and the Money Market amount is \$2,600.00. She stated that it would be financially beneficial for UBC to earn a profit of about \$1,500.00 at the Amy Spangler educational event in 2/08.</p>

<p>Letter to Altius</p>	<p>Lisa Harper reported that this has been finalized and everyone agreed that the following pieces of educational material should be included:</p> <ul style="list-style-type: none"> -Economic Benefits of Breastfeeding -Ban the Bag -10 Steps to a Baby Friendly Hospital -Benefits of Breastfeeding
<p>Milk Bank-HMBANA Congress</p>	<p>Lisa Harper reported that Nicole Bernshaw will not likely be attending this HMBANA Congress. Lisa will follow up with Nicole.</p>
<p>USBC Meeting for State Coalitions Scheduled 1/26/08 – 1/28/08</p>	<p>The UBC will pay the registration fee for 2 UBC Executive Committee members to attend (total cost=\$300.00). The USBC will pay for airfare and lodging. Patrice Isabella, UBC President Elect, stated that she will be able to attend. Possible names for the 2nd individual were discussed and Lisa Harper will finalize the second individual who will attend.</p> <p>-UBC may have the opportunity to present about the Breastfeeding Café at this meeting and Patrice stated that she would be glad to speak or set up a poster session with the presentation or poster collaborated on by other members of UBC.</p>
<p>Annual Report</p>	<p>Lisa Harper requested that all Committee Chairs submit their Annual Report to her by the next Executive Meeting on 11/13/07 (11 am – 1 pm).</p>

2008 Leadership

The upcoming slate of officers, at present:

President – Patrice Isabella

Treasurer – Marie Nagata

Chair Ed.Committee – Elizabeth Smith

Promotion and Marketing Chair—

Heather Hendriksen

Sonya Fowles agreed to be the Policy Committee chair. She was invited to begin attending UBC Executive Committee meetings although her official duties won't begin until 2008.

Others were discussed and Lisa requested nominations be sent to her.

Honorary Membership

Lisa Harper recommended and everyone agreed to award an Honorary Membership to the Midwives College of Utah

2008 Breastfeeding Place

Not discussed due to insufficient time.