

San Diego County Breastfeeding Coalition

Board Meeting Minutes

Thursday, October 18, 2018

Attendees: [2018 Board members: Kim Speckhahn, Nancy Saavedra, Jim Murphy, Kim Elkins, Michelle Lee, Ruth Pletcher, Angeles Nelson, Jessica Spevak Barbosa, Nancy Wight, Rose deVigne-Jackiewicz, Patty Usher, Jamie Felice]; [Non-Voting Advisory: Shana Wright Bruno]; [Other: Lisa Bandong, Abigail Carandang]

Regrets: [2018 Board members: LeAnn Rytz, Kelly Le, Nancy White, Christine Decker-Hughes, Nicole Trottier, Yvonne Vaucher, Eyla Boies]; [Non-Voting Advisory: Tara Hanson-Timpson, Naomi Billups, Debbie Pasamonte]; [Other: Heidi Burke-Pevney, To-Wen Tseng]

Call to Order: The meeting was called to order at 5:08 PM and chaired by Kim Speckhahn

Topic	Objectives	Discussion/Action
Welcome & Introductions	-Please sign-in and update contact information -Review the agenda and timekeeping for today's meeting - Introduce Abigail Carandang, DN, Administrative Coordinator	➤
Board Member Elections	-Board Members introduce yourself and state your intent for board position for 2019 - Inactive Board Members (remove from roster) are: Tara Hanson-Timson, Barbara Dodson, Christine Decker Hughes, Lisa Hammond (per request) - Advisory Board Members are Naomi Billups, Shana Wright-Bruno, Debbie Pasamonte, Eyla Boies, Yvonne Vaucher - Cap number or Board Members at 16? 18? (Yasmine Alsayegh is interested; possibly Meghan Meitus, too.)	➤ Confirm with LeAnn--continue as treasurer? ➤ Jamie Felice, Patty Usher, Rose, Nancy WMD or WMD? step down to non-voting ➤ Christine confirmed active; Tara, Barbara, Lisa volunteers ➤ Nancy WMD motion to adjust bylaws to max 15 ➤ Opening for 2 active board members ➤ Send out elections to membership via SurveyMonkey <ul style="list-style-type: none"> o VP, Secretary, 2 board positions ➤ Nancy WMD send Abi SurveyMonkey login info ➤ ALL update your personal information on board roster and put asterisk by your preferred e-mail for board business

	-Nominations due through November 7 th -Elections on November 8th	
Using Google Meets	-Using Gmail (your name@breastfeeding.org) -Finding your Drive, Team Drives, Docs, Calendar -Basic Navigation of Google Meets in G-Suite	<ul style="list-style-type: none"> ➤ Move to next meeting so we are all together ➤ Abi send tutorial prior to meeting ➤ Everyone send any G-Suite related questions to Abi
Treasurer's Report	-Bank Balance 10/12/18: -LG Balance Sheet (Heidi)	<ul style="list-style-type: none"> ➤ Helpers took AmEx, don't know if bank will reject ➤ Bags = \$290 ➤ \$7,858.01 auction item total ➤ \$2,375 live auction alone ➤ \$9,696 expenses ➤ ~\$10,000 net (\$2,000 VW) ➤ Nancy WMD/LeAnn/Heidi confirm above numbers and update final amount raised ➤ LeAnn update bank balance as of 10/12/18
Liquid Gold Debrief	-Positive Comments -Negative Comments -Things to Remember for 2019 -Social Media & Press Releases (KUSI, KPBS, San Diego Magazine, website & e-newsletter) -Follow Up	<ul style="list-style-type: none"> ➤ Kim S contact Anna and book for next year (ask to incorporate improv) ➤ Nancy WMD book SWYC 9/14/19 ➤ Kim S book You & I next year ➤ Nancy S to connect with Meghan <ul style="list-style-type: none"> o Post event press release with 2-3 photos
Rest Haven BREEAST Grant	-EBPs & Kits Deliveries completed & pending -Resource Guides -Photos and Bi-annual Updates -Requests & Suggestions -2019/2020 Grant Application	<ul style="list-style-type: none"> ➤ Kim S delivered North Inland 2 Hygeias ➤ Kim E delivered 5 Hygeias and kits to SANDAPP ➤ Nancy WMD unable to deliver pumps ➤ Jamie 2 pumps to south, 2 to central? Check with Debbie ➤ Everyone send photos and quotes to Nancy WMD for report ➤ Kim S to ask for projected/estimated #'s reached for pumps that were just delivered for report ➤ Add storage bags to new grant application? ➤ Kim S has 2 multi-use pumps that need a home <ul style="list-style-type: none"> o Reserved for emergencies
Website	-WordPress Revision	<ul style="list-style-type: none"> ➤ Create own committee

	<p>-Fresh Start</p> <p>-Budget for developer/consultant</p>	<ul style="list-style-type: none"> ➤ Send RFP? ➤ Set a meeting about website <ul style="list-style-type: none"> ○ Nancy WMD send Abi available dates ○ Abi send google invite to board once date is set for those interested in attending ➤ Willing to pay for consult w/ Ted
Resource Guide	<p>-Decide if Resource Guide spans 2019/2020 or launch new entries in October ready to publish in January (behind the curve)</p>	<ul style="list-style-type: none"> ➤ Other avenues to get resource guide? <ul style="list-style-type: none"> ○ Print less than usual ➤ Revisit format ➤ Finalize by December 2018 ➤ Abi and Heidi connect about resource guide process
e-Newsletter	<p>-Biweekly at beginning and mid-month or 2nd/4th Wednesday</p> <p>-Coordinate themes with monthly advocacy/awareness campaigns from CBC/USBC/ILCA or CDC/AAP/USDA</p>	<ul style="list-style-type: none"> ➤ 3-4 years sending out on the 1st and 15th ➤ Theme clear at top ➤ Abi take over from Nancy S starting Nov 1st issue
Committees Structure and Planning for Work time In Nov/Dec	<p>-Review and/or re-categorize/add/delete suggested objectives tonight</p> <p>- Prioritize end of year deliverables in November</p> <p>- Pre-Strategic Planning for 2019 in December</p> <p>- Confirm or nominate Chairperson and members</p> <p>- Think about structure of committee/mode & frequency of communication/work plans</p>	<ul style="list-style-type: none"> ➤ Each committee chooses chairperson and determines workplan ➤ Expect some in-person worktime at board meetings ➤ Plan to connect or communicate between meetings via e-mails and/or google hangouts meet ➤ Chairperson consider creating committee folder on team drive for collaboration ➤ Present updates, ask for feedback from board
Education	<p>Programming Topics & Speakers for 2019</p> <p>1) Late Winter “Breastfeeding and the Law” & “Advocacy 101”</p> <p>2) Late Spring Education and/or Social Networking?</p> <p>3) August Grand Rounds & WBW Seminar and GBLO</p> <p>4) Holiday Education and/or Social Networking?</p>	<ul style="list-style-type: none"> ➤ Nancy WMD and Michelle as new chairpersons ➤ Nancy WMD to train new co-chairs on how to gets CMEs, necessary reports ➤ February/March ➤ Everyone to send topic suggestions ➤ Nancy WMD send out history of old topics, reach out to Sharp
Outreach	<p>1) BF Task Force next steps</p> <p>2) BFSO SOW & Sustainability</p> <p>3) COI Healthcare Domain</p>	<ul style="list-style-type: none"> ➤ Ruth will talk to Mother’s Milk App about SDCBC ➤ Kim E to attend Healthcare Domain meeting tomorrow—will have more information ➤ SDBFC--Managed care for UCSD

	<p>4) San Diego Libraries Initiative / WebEX Training on BF Laws & BF-Friendly Library</p> <p>5) Partner Support (ie. PHA, SDBFC, UCSD MothersMilk App, MoMICORe, SD Midwives, Nurturely, Best Start Birth Center, etc.)</p> <p>6) SDCBC Volunteer Clearance & Cubicle at North Inland Live Well – need to expand and ask for presence at Rosecrans</p>	<ul style="list-style-type: none"> ➤ Jamie, Kim S, Abi to attend BSBC Expo on behalf of SDCBC and present about BF <ul style="list-style-type: none"> o Kim S to bring tabling materials o Abi to reach out to Heidi about any tabling material she may still have ➤ Kim S and Abi to meet PHNs and see cube/consider volunteer access at Escondido Live Well Center
Advocacy	<p>-LIAISON NEEDED for legislative support</p> <p>-CBC Breastfeeding Action Network (BAN) meetings</p> <p>-SDBFC Nursing in Public Task Force</p> <p>-Public Libraries, Pools, Movie Theaters, Churches, Shopping Malls, Parks, Grocery Stores, etc.</p>	<ul style="list-style-type: none"> ➤ Lisa Bandong interested in working as a volunteer in committee ➤ Jessica interested in joining committee ➤ Kim S interested in chairperson and will serve as BAN representative with CBC
Social Media	<p>-Press Releases and Blogs</p> <p>-Budget for marketing/public relations</p> <p>-Support for all events/partners related to Education, Outreach, Advocacy, Membership and Fundraising</p>	<ul style="list-style-type: none"> ➤ Work with Meghan to plan press releases for 2019 ➤ Jessica interested in joining committee
Fundraising & Development	<p>-MobileCause Fundraising toolkit?</p> <p>-Network for Good?</p> <p>-Scouting for grants/learning to write requests for operational funds</p> <p>-Seeking county and private funding</p> <p>-Program development</p> <p>-Strategic Planning (2 year; 5 year; 10 year)</p>	<ul style="list-style-type: none"> ➤ Lisa shared about MPH graduate student internships <ul style="list-style-type: none"> o Need MPH or MD supervisors o Looking at this committee for interns
Membership	<p>-Launch Membership Drive November</p> <p>-Confirm benefits/categories/pricing</p>	<ul style="list-style-type: none"> ➤
New Business	<p>Intern and/or Volunteer Coordinator needed (both UCSD BFSD and CSUSM interested)?</p>	<ul style="list-style-type: none"> ➤
Closing	<p>Review Action Items and Announcements</p>	<ul style="list-style-type: none"> ➤ Abi add agenda as google doc for members to edit ➤ Adjourned 7:00 PM

