



MISSION STATEMENT

To improve the health of NJ families by working collaboratively to promote, protect and support breastfeeding.

1/17/19

Annual Trustee Meeting

10am – 4:00pm

“Window Conference Room” - 2nd fl., CJFHC

10:00 am

Welcome (Warm Seat Activity!)

Trustee Questionnaire

Trustee Position Description*

New Trustee Orientation*

By-laws**

Conflict of Interest** (signature page will be collected)

Election of New Officers (2 yr. term – 1/2019 through 12/2020)

Annual Reports/Updates:

Co-President: IRS application, NJBC/CJFHC Grant from NJDH*, Registered agent/business address

Acting Secretary: Minutes – all organization meetings, storage/retrieval

Treasury: 2018 year-end cash balance and expenses, annual audit, draft Treasury policy*, Dues policy*, NJ taxation filing/reporting, IRS taxation filing/reporting, accountant/bookkeeping oversight

Legal Affairs: Lobbying, Infographic, Child Fatality Board

Membership: quarterly surveillance/reconciliation

NJBC Website

Zip Milk

USBC: trustee representative(s) and updating/editing our Coalition profile (YouTube tutorial)

Facebook: 2 sites and FB policy*

Board Insurance

Trustee Conference Calls: Five calls (pre-planned - 1 hour) - proposed March, May, July/Aug., Sept., November or based upon dates chosen for general meeting

Additional Updates

Working Lunch!

1:00 PM

Strategic Planning: 2019

“Talking Points”*

Mission/Vision Statements*

Surgeon General Call to Action*

Smart Goals/Strategies 2019*

Sponsorships (?): USBC Coalition Convening, IBCLC examination

2019 General Membership Meetings:

Purpose

Proposed meeting dates and site(s): Wednesday, Feb. 6th confirmed at CJFHC, (April, June and October in past years)

Volunteer task: Meeting set up (room, water, coffee, speaker?)

Minutes and record keeping

Finalize Committees and Task Force Workgroups

4:00 pm - Adjourn

Note:

Double starred () “By-laws and 2 Conflict of Interest (COI) documents” will not be copied/handouts for the meeting. Please have By-laws and COI documents available.**

Single star* handouts will be provided at the meeting