



New Jersey Breastfeeding Coalition Trustees' Conference Call

Date/Time: March 7, 2019 12:30 PM

Attendees: Ellen Shuzman, Mary Turbek, Ellen Maughan, Casi Leahy, Kay O'Keefe, John Worobey, Judy Schneider, Jill Wodnick, Jessica Libove

Not attending: 9 attended

Quorum present: Yes **Others Attending:** None

Meeting Facilitator: Mary Turbek

Minutes: Ellen Shuzman

Topic	Discussion	Action for Trustees
A.Process for Minutes	Proposed process: Secretary and/or minute taker will send the draft to the Board members to read and comment. The Board members will have one week to read and send comments/ask for changes to the Secretary and/or minute taker. If no comments received or changes requested within one week the minutes are then considered to be final and will be sent to the President. The President will send the final draft to the website administrator to post.	Board unanimously agreed to process.
B. Membership Policy, Bylaws-and vote	New Membership Policy to eliminate dues and instead ask for donations.	Vote to accept new membership policy: Yes 8; No 0; Abstain 1

	<p>Discussion lead to having policy say: Donations are encouraged but not required.</p> <p>Mission will be on the membership/ donation form, as well as a statement that we are a nonprofit and function on donations. Link for online donation and an option to mail to the treasurer.</p> <p>Want a donation link also on webpage.</p>	<p>Ellen Maughan will update the policy and forms.</p> <p>Form needs address for donation- NJBC c/o Kay O'Keefe 90 Marcelus Ave Manasquan NJ 08736</p>
<p>C. Process and common place for discussions between meetings including agenda</p>	<p>Google docs was discussed as an option.</p>	<p>Jill Wodnick will send out a sample on google docs. Everyone can see if they can use.</p>

<p>D. USBC</p>	<p>1. Conference- who will attend the USBC conference June 14 and 15 in Bethesda, Maryland.</p> <p>NJBC can support a Board Member: Casi Leahy volunteered to go unless Jessica Libove is able to go.</p> <p>NJBC can also support another person to go and has sent out applications. (see D 2)</p> <p>Total \$758 will come out of NJ budget for two people. USBC will support the travel cost but not the registration and hotel. (usually ½ for the hotel per person, so if they share.</p> <p>2. Conference scholarships- 3 applications</p> <p>3.USBC Membership- who and how to respond to USBC Ellen M said USBC wants one contact person – one trustee needed for contact Currently Ellen M and MaryLou were administrative trustees Youtube video available on how to serve in administrative capacity.</p>	<p>1. Ellen Maughan will go as part of the grant project. 2. Casi Leahy volunteered to go as a Board Member. Jessica thinking of going. \$129 per nite in hotel. They will follow-up and decide who will go.</p> <p>2. John and Judy and Mary will score the tool to decide on the sponsorship candidate. Decision needed by March 15 to USBC. Membership no 0 abstain 0 Unanimous decision to do</p> <p>3. Judy Schneider will be primary contact. Ellen Maughan will stay as administrative trustee to administer website Jessica Libove will assist.</p>
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	4. Official Membership to USBC a long application process for state coalitions to be members. \$20 for fee. And a donation of \$80 for five years.	Vote on whether to apply to be members of USBC: Yes 8 No 0 Abstentions 0 (one member left the call prior to the vote) Unanimous decision to apply to become USBC members
E. NJDOH State Strategic Plan Grant	1. Steering Committee- Jill Wodnick will be on the NJ State Breastfeeding Strategic Plan steering committee. 2. Press release- in progress Tabled in the interest of time	Informational Ellen Maughan will send email with information on the Press Release
F. Updates		
F1. Membership list		Google list longer than membership list. All will get messages
F2. Mission and Vision Statements		New mission statement reviewed Will be put into amended Bylaws.
F3. Meeting with Jackie Cornell re Licensure	Deputy commission Jackie Cornell exploring licensure for IBCLC	Informational
F4. Routine Reply to USBC noncontroversial issues	USBC sometimes asks for individuals	Judy is primary person to respond to noncontroversial issues. She will discuss with Mary and then respond.
F5. 501C3 ProBono Volunteer Event – April 24, 2019 at 8:30 – 10:30 AM Donation	Event announced. Asked for donation to support legal services Suggestion and discussion to donate \$250	Announcement of event. Vote to donate \$250 to Pro Bono Corporation: Yes 8, No 0; Abstain None (one member had to leave the call prior to the vote)

		Unamniious decision to dontate \$250
G6. Financial Records Review	Wells Fargo closed out and new account. We are receiving a check in the amount of \$ 3,196.47 from the old to be deposited in the new account in Wells Fargo. Also new account in Wells Fargo with new incorporated name. Checks can be signed by Mary and Kay. Only one signature required. New link for paypal needed	Kay and Mary following up on opening new account and paypal links.
G 7. Next meeting arrangements		Ellen Shuzman will make arrangements Board members to tell Ellen if they have any dates she should avoid.
G8. Ways to improve last General Meeting		Tabled in the interest of time.
Adjournment	The meeting was adjourned at 1:39 pm.	

Minutes respectfully submitted by Ellen Shuzman

This is the final minutes for March 7, 2019 Trustee Conference Call