

**New York State WIC Association  
Board of Directors Meeting**

Date: August 10,2021

Location: Zoom Meeting

**Present:** Penny Bashford, Andrea Byrne, Brian Coleman, Lisa Cogswell, Judette Daleiden, Michelle Downer, Sue Kowaleski, Misha Marvel, Tommi-Grace Melito, Helene Rosenhouse-Romeo, Melissa Sacco, Rudy Sicari, Loriann Spatola-Davis, Cindy Walsh, Sherry Wilson

**Absent:** Lauren Brand, Megan Fulton, Mary Krypel, Lisa Fermin-Rivera, Tanya Reese

**Other Attendees/Guests:** Tammy Lana

ITEM	DISCUSSION	ACTIONS	FOLLOW-UP
<b>Call to Order</b>	<ul style="list-style-type: none"> <li>With a quorum established, Co-Chair Melissa Sacco called meeting to order at 1:04 p.m. Permission was verbally sought and obtained to record session.</li> </ul>	Establish quorum	None
<b>Minutes Approval</b>	<ul style="list-style-type: none"> <li>Sherry Wilson made a motion to approve the minutes from the June 2021 meeting with the following corrections: Under conference committee section: Find out from central office if this will be allowed; Under Chair’s Report: Ad Hoc committee will spend allocated funds on boosting CVB posts on Facebook. Andrea Byrne moved the motion. Minutes were unanimously approved, with zero abstention.</li> </ul>	Minutes approved	None
<b>Chair’s Report</b>	<p><b>Melissa Sacco for Lauren Brand</b></p> <ul style="list-style-type: none"> <li>Vijaya Jain is retiring from her emeritus position on the BOD effective immediately.</li> <li>The executive committee has prepared a letter of support for CAI as part of their RFP training center submission. Sherry Wilson made a motion for the Board to vote on acceptance of providing this letter. Judette Daleiden seconded the motion. Vote was unanimous, no abstentions.</li> <li>Reports from regional: Central-- Loriann Spatola-Davis reported that Central discussed the new PC mandate and how to implement. Western – Judette Daleiden stated that they are meeting this Friday. Capital – Melissa Sacco stated they did not meet. Metro – No meeting held but through Listserve there were questions about the budget. These questions, along with others solicited from all LAs were submitted to DOH on behalf of the Association.</li> </ul>	Forward letter from Board on letterhead to CAI.	<b>Lauren Brand</b>



	<ul style="list-style-type: none"> <li>Committee met in July. Net profit to date is \$78,431. There were a few errors noted in labeling of expenditures, but the numbers are correct. Accountant is alerted and changes will be made.</li> <li>Awaiting ideas to spend on membership.</li> <li>NYCON is offering virtual fiscal trainings October 6, 2021 through October 8, 2022 for beginner to advanced levels. Registration is \$550 and that would allow all board members to attend. Finance committee makes a motion to spend \$550 for registration to the NYCON virtual conference. Motion passed unanimously, no abstentions. Board members interested in attending must let Tammy Lana know. Full itinerary is not out yet so members would be signed on for the conference, not for a particular session.</li> </ul>	<p>Corrections of mislabeled expenditure on financials</p> <p>Ideas for spending on membership</p> <p>Notify Tammy Lana if you are interested in attending NYCON's virtual conference</p>	<p><b>Accountant</b></p> <p><b>Membership Committee</b></p> <p><b>All Board Members</b></p>
<b>Marketing &amp; Membership</b>	<p><b>Judette Daleiden</b></p> <ul style="list-style-type: none"> <li>Committee created a rough draft of a newsletter that board members should review once received and provide feedback</li> <li>Discussed that membership invoices for FFY 2022 will go out October 1 with payment requested by 1/20/22.</li> <li>Discussed that a template for communicating to health care providers is being created by a member LA and will be shared with all members</li> </ul>	<p>Review newsletter template</p> <p>Send out membership dues</p> <p>Share template for HCP with LA members</p>	<p><b>All BOD members</b></p> <p><b>Tammy Lana</b></p> <p><b>Lauren Brand</b></p>
<b>Legislative</b>	<p><b>Misha Marvel</b></p> <ul style="list-style-type: none"> <li>Committee met in August. Very busy with posts to extend CVB increase. NWA shared that NYS has had good traction in reaching out to key districts such as 21 and 24 to encourage extension. Committee urges members to keep sharing the message/obtaining testimonials, etc. The Association's FB page get between 4500 to 5000 per month.</li> <li>Association signed on to EATS Act to to treat attendance of higher education the same as work for the purpose of determining eligibility for SNAP</li> </ul>	<p>Share the messages to extend CVB</p>	<p><b>All BOD members</b></p>
<b>LA Program Operations</b>	<p><b>Lisa Cogswell</b></p> <ul style="list-style-type: none"> <li>Committee will invite DOH state staff to next meeting to discuss staff training.</li> </ul>	<p>Develop focus items</p>	<p>LA Program Operations Committee</p>
<b>Additional Comments</b>			
<b>Regional Reports</b>	None		

<b>Adjournment</b>	Motion to adjourn meeting made by Lisa Cogswell and seconded Andrea Byrne. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 1:56 p.m.		
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Minutes prepared by **Helene Rosenhouse-Romeo**  
Secretary, WIC Association of NYS  
Date: 8/31/21

Minutes reviewed by **Melissa Sacco**  
Chair, WIC Association of NYS  
Date: 9/1/2021