

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

Date: August 11, 2020

Location: Zoom Meeting

Present: Penny Bashford, Lauren Brand, Andrea Byrne, Brian Coleman, Lisa Cogswell, Michelle Downer, Megan Fulton, Melissa Goldstein, Holly Green, Vijay Jain, Sue Kowaleski, Mary Krypel, Misha Marvel, Tommi-Grace Melito, Agnes Molnar, Helene Rosenhouse-Romeo, Melissa Sacco, Rudy Sicari, Loriann Spatola-Davis, Cindy Walsh, Sherry Wilson

Absent: Lisa Fermin-Rivera, Judette Daleiden,

Guests: Akweley Massaquoi

ITEM	DISCUSSION	ACTIONS	FOLLOW-UP
Call to Order	<ul style="list-style-type: none"> With a quorum established, Chair Lauren Brand called meeting to order at 1:02 p.m. 	Establish quorum	None
Minutes Approval	<ul style="list-style-type: none"> Sherry Wilson made a motion to approve minutes from the June meeting as written. Melissa Goldstien moved the motion. Minutes were unanimously approved, with zero abstention. 	Minutes approved	None
Chair's Report	<p>Lauren Brand</p> <ul style="list-style-type: none"> Regional updates from members were provided: Michelle Downer reported out on concerns/questions from the Metro Region Loriann Spatola-Davis reported on Central Capital and Western did not hold meetings Board informed that future Board meetings will continue to be remote indefinitely Misha Marvel reported on ad hoc outreach committee: Social media posts "Did you Know" (DYK) continues. This campaign is designed to provide facts about WIC with a branded look. This campaign will eventually transition to Membership and Marketing. Melissa Sacco reported out on the meeting held between Executive Committee and DOH WIC Central office. Minutes to that meeting are attached. 	Move social media campaign to M & M	M&M chairs to assume campaign

COMMITTEE REPORTS			
Board Development	<p>Cindy Walsh</p> <ul style="list-style-type: none"> Board reminded to look at the strategic plan. A Google document will be created so that committee chairs can update regularly as goals are met. Plan is to have all goals with estimated dates of completion entered by 9/30/20. <ul style="list-style-type: none"> Committee met on 7/27/20, 8/4 and 8/11 with discussion about extending the current terms to October 2021 to allow Board elections and terms to match the WIC federal fiscal year budgets. This change will facilitate WIC coordinators' ability to budget for meetings and travel, which has been a barrier for some. With membership electing the Board, candidates will submit bios/Q &A online, which will be sent to all members before elections. 	<p>Create Google document with strategic plans.</p> <p>Target dates of goal completion by 9/30/20</p> <p>Update bylaws/procedures to reflect new terms /election process.</p>	<p>TBD</p> <p>Committee Chairs</p> <p>Committee Members</p>
Consumer/Vendor	<p>Megan Fulton</p> <ul style="list-style-type: none"> Committee held a remote meeting on June 3 to discuss remote issuance and to discuss results of survey sent to agency participants about remote services which were sent to Allison Conelly at DOH. 	None	None
Conference	<p>Mary Krypek</p> <ul style="list-style-type: none"> Committee working to decide about conducting a virtual meeting or none at all for 2021. Requested a proposal from Site Solutions for virtual with a few options: two-day vs one day, etc. Ongoing monthly fees paid to Site Solutions discussed. 	<p>Obtain proposal for virtual meeting</p> <p>Discuss contractual obligation in light of COVID-19</p>	<p>Mary Krypek</p> <p>Lauren Brand</p>
Finance	Andrea Byrne		

	<ul style="list-style-type: none"> • Still awaiting NWA refund of \$1400 from cancelled Leadership Meeting but airline refund was received • Refunds were paid from WIC Association of NYS • CHAR completed. \$50 will be paid awaiting Lauren's signature • \$4000 donation from 3-Sigama • Cloud storage needed. Discussed if grants should be sought but research by Andrea Byrne found costs are under \$100 for year. • 	Sign CHAR and pay \$50	Lauren Brand
Marketing & Membership	Holly Green <ul style="list-style-type: none"> • Held call on 7/28/20. • Still requesting bios and picture from Board members 	Send Bios/Picture	Board Members who have not done so already
Legislative	Vijaya Jain <ul style="list-style-type: none"> • Advocacy action -- 25 email sent to NYS Congress members informing about WIC 	None	NONE
Nutrition/ Breastfeeding	Lisa Cogswell <ul style="list-style-type: none"> • Committee did not meet 		
Additional Comments			
Regional Reports	None		
Adjournment	Motion to adjourn meeting made by Helene Rosenhouse-Romeo and seconded by Lisa Cogswell. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 3:00 p.m.		

Minutes prepared by **Helene Rosenhouse-Romeo**
Secretary, WIC Association of NYS
Date: September 29, 2020

Minutes reviewed by **Lauren Brand**
Chair, WIC Association of NYS
Date: September 29, 2020