

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

Date: December 7, 2021

Location: Zoom Meeting

Present: Penny Bashford, Lauren Brand, Andrea Byrne, Brian Coleman, Lisa Cogswell, Judette Daleiden, Michelle Downer, Lisa Fermin-Rivera, Sarah Heittel, Sue Kowaleski, Mary Krypel, Misha Marvel, Tommi-Grace Melito, Tanya Reese, Helene Rosenhouse-Romeo, Melissa Sacco, Rudy Sicari, Lauren Sondey, Cindy Walsh, Sherry Wilson

Absent: Megan Fulton, Loriann Spatola-Davis

Other Attendees/Guests: Tammy Lana

ITEM	DISCUSSION	ACTIONS	FOLLOW-UP
Call to Order	<ul style="list-style-type: none"> With a quorum established, Lauren Brand called meeting to order at 1:06 p.m. Permission was verbally sought and obtained to record session. 	Establish quorum	None
Minutes Approval	Judette Daleiden made a motion to approve the minutes and Brian Coleman seconded the motion. Minutes were unanimously approved.	Minutes approved	None
Chair's Report	<p>Lauren Brand</p> <ul style="list-style-type: none"> Lauren communicated request from Joshua Huggins of Central Office for volunteers to provide input into remote education platform that DOH is working on for NYWIC. 	Report from Chair	None

COMMITTEE REPORTS			
Board Development	<p>Helene Rosenhouse-Romeo</p> <ul style="list-style-type: none"> • Cindy Walsh and Sue Kowaleski stepped down as co-chairs of the committee and Helene Rosenhouse-Romeo and Brian Coleman were elected co-chairs. • In December a request for nominations for open spots will be sent out to all members. • Presented idea to Consumer and Vendor committee about seeking consumer input the same way that regional member input is sought bi-monthly from Board members within each region. 	Send out announcement of open positions to membership and request nominations	Cindy Walsh
Consumer/Vendor	<p>Penny Bashford</p> <ul style="list-style-type: none"> • Penny Bashford and Tanya Reese are the new co-chairs of the committee. • Working to craft CANVA post on shopping information to educate consumers 	Create CANVA post	Penny Bashford
Conference	<p>Mary Krypel</p> <ul style="list-style-type: none"> • Committee continue to work on getting speakers for 2022 conference. • Working on 2023 conference, planned for in-person. • As finance committee reported, merchant account to accept online payment for registration is almost complete. Registration is live presently. 	Continue to get speakers	Conference Committee

Finance	<p>Andrea Byrne</p> <ul style="list-style-type: none"> Treasurer’s bank record through November 30, 2021, shows profit of \$67,364 and increased net income projected. Expense are Site Solutions, salary for executive assistant. Annual membership for new year expected to be coming in. TB Bank to authorize Blue Fin which is a needed gateway to authorized.net that will allow online payment for conference to go through Site Solutions system. Strategic planning session planned for 2022 in the fall. Motion to accept budget ending 12/31/22 – motion passed unanimously, zero abstained, so moved. 	None	None
Marketing & Membership	<p>Judette Daleiden</p> <ul style="list-style-type: none"> Membership newsletter with new format – posting Q & A from DOH and Board bi-monthly meeting A motion was made for the Board to send up to two people per region to attend the conference for free. Details on selection process TBD. Motion passed unanimously, one abstention. 	Present details on how individuals from each region will be selected to attend the conference	Committee
Legislative	<p>Misha Marvel</p> <ul style="list-style-type: none"> Received issued/redemption CVB data statewide and county level for 12 months ending Sept 21 to better assess impact of CVB. Greater redemption downstate – more vendors and transportation. Capital trying to bring on more vendors. Will ask DOH if data can be shared with membership. Will Send a new request to Josh Huggins at Central Office for participation data in advance of NWA conference and 2022 leg mtgs. Letter to Mary Basset was sent and shared with Association. 	Request participation data and permission to share all data with Association	Misha Marvel/Lauren Brand
LA Program Operations	<p>Judette Daleiden</p> <ul style="list-style-type: none"> No meeting 	None	None
Additional Comments			

Regional Reports	None		
Adjournment	Motion to adjourn meeting made by Sherri Wilson and seconded Penny Bashford. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 3:15 p.m.		

Minutes prepared by **Helene Rosenhouse-Romeo**
 Secretary, WIC Association of NYS
 Date: 02/5/2022

Minutes reviewed by **Lauren Brand**
 Chair, WIC Association of NYS
 Date: 02/07/2022