

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

Date: June 14, 2022

Location: Zoom Meeting

Present: Natasha Ashley, Penny Bashford, Lauren Brand, Andrea Byrne, Ashley Clarke, Elizabeth Crofut, Michelle Downer, Sara Hettel, Sue Kowaleski, Tammy Lana, Misha Marvel, Tommi-Grace Melito, Helene Rosenhouse-Romeo, Melissa Sacco, Tanya Reese, Rudy Sicari, Lauren Sondey, Loriann Spatola-Davis, Sherri Wilson

Absent: Judette Daleiden, Lisa Fermin-Rivera, Megan Fulton, Mary Krypel, Cindy Walsh,

Guests: Tammy Lana

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 1:05 p.m. 	Establish quorum	None
Minutes Approval	<ul style="list-style-type: none"> Misha Marvel made a motion to approve April 2022 minutes. Sue Kowaleski seconded the motion. April minutes were unanimously approved with zero abstention. 	Minutes approved	None
Chair's Report	<p>Lauren Brand</p> <ul style="list-style-type: none"> Lauren welcomed our new board members: Ashley Clarke - Provider from Western Region, LA # 238, Pro Action of Steuben & Yates County Natasha Ashley – Advocate from Metro Region Elizabeth Crofut – Provider from Central Region, LA # 320, Tri-County WIC LMS (Learning Management System) Workgroup Volunteers-DOH was looking for 2 volunteers from each region: CAPITAL: Andrea Byrne, Melissa Sacco CENTRAL: Elizabeth Crofut, Penny Bashford WESTERN: Ashley Clarke, Mary Krypel METRO: Michelle Downer and Lauren Sondey 		

	<ul style="list-style-type: none"> Attendance Policy for board meetings – The Board has not been following or enforcing the policy for attendance. Starting on October 1, 2022, we will be following the policy (policy was emailed to all board members during board meeting). Members should follow this for committee meetings, board development meeting and DOH/BOD meetings. Feedback on the “Reports” document sent by DOH WIC is required by Friday. Board will send their feedback to Melissa Sacco to compile and send to Jen Cioffi. New members names will be added to the DOH WIC attendance roster. 	<p>Comply with attendance policy</p> <p>Send feedback regarding “reports” document to DOH</p> <p>Send list of new Board Members to central office.</p>	<p>Full Board</p> <p>All Board members will send to Melissa Sacco to compile.</p> <p>Tammy Lana</p>
--	--	--	--

COMMITTEE REPORTS			
Board Development	<p>Helene Rosenhouse-Romeo</p> <ul style="list-style-type: none"> Discussed the plan to hold a remote event for consumers that is promoted through the peer counselors at each agency. The rational is to introduce and promote the WIC Association of NYS directly to consumers in the hopes of engaging consumers as either committee members or members of the board. Working with NYCON to determine their availability for our strategic planning meeting in October 2022. 	<p>Plan to finalize letter to peer counselors and present to BOD for approval</p> <p>Finalize Strategic Planning meeting dates with NYCON.</p>	<p>Board Development Committee</p> <p>Helene Rosenhouse-Romeo</p>
Consumer/Vendor	<ul style="list-style-type: none"> <i>No committee meeting was held.</i> 		
Conference	<ul style="list-style-type: none"> Melissa Sacco WIC Association’s 44th Annual Conference -Due to the third-year extension of this current RFA, meaning WIC agencies remain flat-funded the conference committee has decided to change plans and hold a virtual conference again in 2023. All WIC LA coordinators were notified of this change via email. We plan to be live in 2024 at the Crowne Plaza in Albany. 	<p>Request and obtain ideas for speakers.</p>	<p>All BOD members to send to Conference committee</p>
Finance	Andrea Byrne		

	<ul style="list-style-type: none"> Review of Treasurer’s report shows profit of \$77,918 for the year. Accountant filed extension for 990, which is now due in November. Tammy Lana purchased a computer and needs a phone as well. Allocated threshold is \$500 for phone and maximum total is \$2500 for laptop and phone. Employment taxes will be paid by electronic transactions, as previously discussed. Strategic planning meeting registration will be \$350.00, and meals and hotel stay will be included. 	Find out if Registration costs for FFY 2023 can be paid in FFY 2022	Lauren Brand to put on meeting with state agenda
Marketing & Membership	Tammy Lana <ul style="list-style-type: none"> Tommi-Grace Melito and Lisa Fermin-Rivera will be co-chairs of the Marketing/Membership for the new term. Judette Dahleiden will be retiring by the end of 2022. 		
Legislative	Misha Marvel <ul style="list-style-type: none"> Discussed participation in NWA’s planned listening sessions to help develop priorities to present at the Whitehouse Conference on Hunger. Adapted and sent to local agency coordinators statewide the Metro Association’s letter asking for local agency coordinators to contact their legislators regarding WIC funding to all 		
Local Agency Operations	<ul style="list-style-type: none"> Committee did not meet. 		
Additional Comments	Next meeting date is August 9, 2022		
Regional Reports	None		
Adjournment	Motion to adjourn meeting made by Andrea Byrne and seconded by Michelle Downer. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 2:44 p.m.		

Minutes prepared by **Helene Rosenhouse-Romeo**
Secretary, WIC Association of NYS
Date: July 13,2022

Minutes reviewed by **Lauren Brand**
Chair, WIC Association of NYS
Date: July 11, 2022