## New York State WIC Association Board of Directors Meeting

<u>Date:</u> October 23, 2019 <u>Location: The Century House, Latham NY</u>

<u>Present</u>: Penny Bashford, Lauren Brand, Alma Lou Brandiss, Andrea Byrne, Lisa Cogswell, Brian Coleman, Judette Dahleiden, Megan Fulton, Melissa Goldstein, Holly Green, Vijay Jain, Sue Kowaleski, Misha Marvel, Agnes Molnar, Helene Rosenhouse-Romeo, Melissa Sacco, Rudy Sicari, Cindy Walsh, Sherry Wilson

Absent: Mary Krypel

**Guests: None** 

<u>Guests.</u> Note					
ITEM	DISCUSSION	ACTIONS	FOLLOW-UP		
Call to Order	With a quorum established, Chair Lauren Brand called meeting to order at 1:32 pm.	Establish quorum	None		
Minutes Approval	<ul> <li>Minutes from August Board meeting were reviewed and approved with one abstention.</li> <li>Holly Green made first motion to approve and Cindy Walton seconded motion. Sherry Wilson abstained.</li> </ul>	Minutes approved	None		
Chair's Report	Mary Krypel is out sick and Corie Nadzan is no longer on the Board. Cori starts as NYS DOH WIC Director on 10/30/2019.				

	COMMITTEE REPORTS		
Consumer/Vendor	<ul> <li>Meghan Fulton</li> <li>A mass text message about a consumer WIC Association of NYS Board vacancy was sent to all participants in Judette's WIC agency. Holly Green fielded the calls and there are presently eight applicants for the position. Three interviews have already been established, three have not returned calls and one has already declined.</li> </ul>	Schedule applicant interviews  Conduct interviews	Cindy Walsh  Board  Development  Committee
Conference	<ul> <li>Melissa Sacco</li> <li>Prospectus went out</li> <li>Helene and Mary are going to work on getting speakers</li> <li>Plan is to have exhibitors come in on Sunday leave Tuesday morning and have reception Monday.</li> <li>Audio budget needs to be discussed at committee level. Conference has historically made a profit, last year the profit of only \$5,708 was low.</li> </ul>	Discuss audio budget	Conference Committee
Finance	<ul> <li>Andrea Byrne         <ul> <li>Budget initially projected to have \$20,000 loss at end of fiscal year but with three months left, we are operating at a loss of \$9,000. To date \$13,000 in membership dues collected. Central has 100% membership. It is estimated that if every agency paid membership, total revenue would be approximately \$38,000 annually.</li> </ul> </li> <li>There are issues with attributing credit card payment correctly during conference. The money is shown as an aggregate so difficult to connect to member.</li> <li>Deadline is November 6<sup>th</sup> for committees to submit budgets</li> </ul>	Discuss with Site Solutions the need to seeing individual charges/payments  Submit budgets	Rudy Sicari  Committee Chairs
Board Development	Recruitment process is on-going. Current election practice is for the Board Development committee to provide the full Board with notes from candidate interviews only in cases where there are multiple candidates vying for the same position. A discussion arose as to whether the full board should be given the opportunity to sit in on the interviews, or have each candidate write their own responses to each question posed for review by the full Board. Some Board members felt that a return to region voting was a better option.  Officer positions up for vote in December: Vice Chair and Secretary	Review voting methodology for 2020  Nominations needed for elections in December	Full Board as part of Strategic Planning Full Board

Marketing &	Holly Green	Send survey out within	Brian Coleman
Membership	<ul> <li>Survey Monkey will be sent to all WIC Coordinators designed by Misha and Brian. They are awaiting access to the list of WIC Coordinators.</li> <li>Committee discussed giveaways at conference</li> <li>January 7<sup>th</sup> registration goes live. Notice for discount for membership will out January 20<sup>th</sup>, 2020.</li> <li>Lauren set up Instagram account and discussed giving others access. Instagram feeds into Facebook page.</li> <li>The pilot program with Head Start is on Facebook page</li> <li>Board seeks clarification of what can be posted from NWA's media Toolkit. Natalie Malloy is no longer there.</li> </ul>	Need clarification on what WIC Association of NYS can use from NWA	Lauren Brand
Legislative /	Vijaya Jain		
Lobbying	<ul> <li>Guidelines for having congressional representatives visiting local agencies will be sent out and posted on WIC Association of NYS' website.</li> <li>Established \$8000 committee budget for 2020 to send four (4) advocates to leadership conference.</li> </ul>	Send out and post hosting representative guidelines	Viji Jain
	Viji announced retirement. December will be final meeting.	Retire from Board	Viji Jain
Nutrition/	Lisa Cogswell		
Breastfeeding	<ul> <li>Looking to develop best practices by asking agencies to send procedures details on how Farmer's Market was implemented this year. There were a lot of problems.</li> </ul>	Share best practices with DOH to develop procedure	Lisa Cogswell
Additional			
Comments			
Regional Reports	None		
Adjournment	Motion to adjourn meeting by Holly Green, moved by Lisa Cogswell. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 5:31 p.m.		

Minutes prepared by: Helene Rosenhouse-Romeo Secretary, WIC Association of NYS

Date: 11/21/2019

Minutes reviewed by: *Lauren Brand*Chair, WIC Association of NYS

Date: 11/21/2019