



## **Ohio Breastfeeding Alliance – *Human Milk for Human Health***

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Meeting Minutes for March 14, 2014, Board Meeting, beginning at 9 am

Present: Sylvia Ellison (chair), Ann Davis (secretary), Jennifer Foster (Treasurer), Lori Nester (R3 Rep), Terri Rutz (R1 Alternate), Mary Burton (R6 Rep), Terri Hazen (R5 Rep).

Not Present: Pam Edenfield (R6 Alternate).

Approval of Minutes: Because the recording of the January 13<sup>th</sup> meeting was lost, as well as Ann misplacing her notes, approval of the January 13<sup>th</sup> meeting minutes was tabled until the draft could be more fully fleshed out with the input from the notes of other board members.

Treasurer's Report: Jennifer presented her treasurer's report, showing a current balance (as of February 28, 2014) of \$2389.13. Expenses paid during the previous month include web hosting services for the year (\$107.88) and payment for implementation of the USBC subcontract for the Continuity of Care project. Ann will use the figures Jennifer provided to complete the financial report required by the Ohio Attorney General's office.

Jennifer presented her proposed budget for 2014, attached. Different projections in the budget were discussed. Proposed revenue from a target of 100 new or renewed memberships was noted. A motion to accept the proposed budget was made by Terri Rutz, seconded by Lori. The budget was unanimously approved, with no objections.

Legal Review for Articles of Incorporation and Bylaws: Jennifer shared the results of her visit with the University of Akron Law Clinic. She had an hour consultation free of charge; if we need further consultation, their charge is \$300 for 8 hours. The legal consultant told Jennifer that our initial Articles currently on file with the Ohio Secretary of State are valid and correct for the State of Ohio. According to IRS rules, they are not valid for 501(c) applications, and would need to be changed to pursue tax-exempt status with the IRS. Therefore, alteration is only needed if we are applying for tax-exempt status. He suggested we could possibly contact the Center for Non-Profit Excellence in Akron. He also told Jennifer that he was not familiar with the issue raised about non-members of an organization electing officers. The legal conclusion of this issue is unclear to us.

The consultant also advised that pursuing tax-exempt status with the IRS may be difficult because of how long we have been in existence without applying for or gaining tax-exempt status, and because of the state of our financial records. He told Jennifer that heightened scrutiny may be applied for organizations older than 4 years existence. The legal consultant suggested partnering with a financial sponsor who can include OBA under their tax-exempt status.

Lori has contacted the law clinic at Ohio Northern University to help us, and that clinic has offered us a legal intern free of charge, who has experience with working in the Ohio AG's nonprofit office, and the clinic will also keep our file available to other interns who can be available to us in the future. The board

agreed that we should pursue the law clinic at ONU because of the (lack of) cost, and we will continue the discussion on legal review when we know more about that clinic's ability to help OBA.

Capacity Building Project Report: Planning is still in progress. Discussion included proceeding with working with Tina Carderelli or finding someone else to work with; finding a location to gather the OBA board even if working with Tina from an offsite location, or pursuing other plans for continuing the work on our own. Lori Nester is project lead.

Continuity of Care Project Report: Terri reported that Libby Svoboda is her new Cleveland coordinator, and Kristen Zamaripa is the new coordinator for the Columbus area hospitals. Each coordinator will carry out the work plans for each hospital. Local coalitions are welcome to give new input about the needs in the community and hospital for reaching BFHI Steps #3 and #10.

#### New Business:

Ohio Chronic Disease Plan: Sylvia and Jennifer have been participating in the Ohio Chronic Disease Collaborative, a coalition formed to develop and implement Ohio's Chronic Disease Plan. The plan will be released later in March. The collaborative is now asking organizations to join their group as objective leads or partners for relevant parts of the Plan. OBA has been asked to serve as the objective lead for Objective 1.14, which reads: "By 2018, increase the percent of babies who are breastfed while in the hospital." This objective includes further strategies to detail measurable outcomes:

- Develop a resource guide (trainings, technical assistance, funding opportunities, etc.) for Ohio birthing centers to increase evidence-based maternity care practices following Baby-Friendly USA guidelines.
- Provide and develop trainings based on components of the Ten Steps to Successful Breastfeeding.
- Establish an Ohio-based program to recognize birthing centers that meet all or part of the Ten Steps to Successful Breastfeeding.
- Adapt culturally appropriate trainings and tools to increase breastfeeding rates among black and Appalachian mothers and babies.
- Work with stakeholders to include reporting of exclusive breastfeeding at discharge on the electronic birth certificate.

It was proposed that OBA accept the invitation to serve as objective lead for Objective 1.14 for the Chronic Disease Plan created by the Ohio Chronic Disease Collaborative. Lori motioned to accept the invitation, and Terri Rutz seconded the motion. The motion was unanimously passed with no objections. As OBA's representative to the Chronic Disease Collaborative for this partnership, Jennifer Foster was nominated by Terri Hazen. Terri Rutz seconded the nomination. Jennifer accepted the nomination. The board unanimously approved the appointment of Jennifer Foster as OBA representative to the Chronic Disease Collaborative.

Communication Issues. Discussion was held about managing OBA communications with members and the public through the two Yahoo discussion groups (OBA Board and OBA Members), and the OBA Facebook page. Karen Gromada is currently the manager for all those communication channels. Karen has communicated with Ann that she is open to someone to take over the OBA Facebook page. It was agreed that it would be helpful to also have another co-owner on the Yahoo discussion groups as well. It was agreed to ask at the General Meeting for volunteers to help with the Facebook page and Yahoo groups.

Organization Name: Discussion was held on the topic of considering any changes to the name of OBA. It was agreed to not pursue name changes at this time.

Regional Map: It was agreed to present the regional map at the General Meeting after the floor had been open to other questions, in order to ask and discuss if any changes are in order for OBA regions.

Elections: It was agreed to prepare an announcement for April officer elections; terms to start in May for Chair, Vice-Chair, Treasurer and Secretary. OBA also needs to fill two open regional representative seats, for Region 4 and Region 7. Krystal Bowden has resigned as Region 7 representative effective December 31, 2013. Dee Keith has resigned as Region 1 Alternate effective February 10, 2014.

USBC Annual Meeting: The possibility of sending someone to represent OBA at the 2014 USBC Annual Meeting in August was discussed. It was agreed that further discussion will take place via email once more details about the meeting costs and program are given by USBC.

Sylvia requested a motion to adjourn; Terri Hazen motioned to adjourn, seconded by Terri Rutz, and unanimously approved.

Respectfully submitted by Ann Davis, Secretary  
April 10, 2014



## **Ohio Breastfeeding Alliance – *Human Milk for Human Health***

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Meeting Minutes for March 14, 2014, General Meeting, beginning at 10:30 am

Present: Sylvia Ellison, Board Chair, Jennifer Foster, Treasurer, Ann Davis, Secretary, Terri Hazen, R5 Representative, Lori Nester, R3 Representative, Terri Rutz, R1 Representative, Mary Burton, R6 Representative; Members Judy McCurdy, Georgette Hall, Jill Davis, Nancy Howe; Guests Linda Barrett, Geneva Carnahan.

Chair Sylvia Ellison opened the meeting by asking each person to introduce themselves. Sylvia gave a brief overview of OBA, our mission, objectives, board members, regional map for representatives, executive officers, what was accomplished in the past year, including acting as subcontractor for USBC to help Best-fed Beginning hospitals in Ohio fulfill Baby Friendly Hospital Initiative Steps 3 and 10, and how interested members and guests can get involved. In recruiting more volunteers for OBA, Board Member and R5 Representative Terri Hazen suggested that she bring OBA information to the table presentations held during OLCA's Breastfest the next day.

The discussion turned to the regional map, and what the origins of different maps in use around Ohio for different purposes (WIC, Perinatal, etc) have been. Where other maps incorporate OBA Region 7 into other regions, OBA split the southeast corner of Ohio out as too disparate to incorporate into the priorities of a major urban area like Columbus or Cincinnati. The idea of representation is that the regional rep would ideally be able to be familiar with different needs across the region in order to bring those needs back to the OBA Board. Requirements for Regional Representatives were discussed: attending board meetings, engaging with stakeholders and OBA members in their region, holding regional meetings, working on committees and/or projects.

Membership and recruitment was discussed. Currently OBA has 20 active members, and is looking to improve membership numbers in 2014. Some new and renewing memberships were received during the General Meeting.

Interest in the Continuity of Care Project to support Best-Fed Beginning hospitals was high. Terri Rutz was to share her workplan with interested parties attending.

Regional coalitions were discussed, and those present shared what they knew about local coalitions in their area. Judy McCurdy shared about Firelands Coalition in Erie County, and several other known coalitions were mentioned in northeast Ohio. OBA is looking to compile a

directory of local coalitions around Ohio. Judy suggested that regional meetings during OLCA's Breastfest were a good time to ask further about local coalitions.

Lori Nester shared about the work the board is engaged with to build OBA capacity, and to work towards 501(c) (3) tax exempt status, and how she is engaging the law clinic at Ohio Northern University towards legal review of the work ongoing.

Nancy Howe suggested brainstorming sessions to discover other organizations and individuals that should be involved in OBA, as OBA needs workers as well as representation for regions. It was noted that in projects that are started up for breastfeeding support, objectives and strategies don't always match community needs, and local coalitions can help bring local needs into better focus for those projects. OBA can play a role in better communicating local needs to organizations like Ohio Department of Health, for instance.

The parties gathered agreed that a name change was not needed, and that actions over words were more important in building the reputation of OBA.

Mary Burton, R6 Representative, asked if we can gather information on who attends what coalition at OLCA registration, to be used as those attending networked together during the event.

The meeting was adjourned by consensus at 11: 35 am.

Respectfully submitted by Ann Davis, Secretary.