



Ohio Breastfeeding Alliance – *Human Milk for Human Health*

Meeting Minutes for October 21, 2013, Board Conference Call, beginning at 12 noon

Present: Sylvia Ellison (chair), Ann Davis (secretary), Jennifer Foster (Treasurer), Lori Nester (R3 Rep), Terri Rutz (R1 Alternate), Pam Edenfield (R6 Alternate), Terri Hazen (R5 Rep). Mary Burton (R6 Rep) joined at 12:50 pm.

Not Present: Krystal Bowden (R7 Rep), Dee Keith (R1 Rep).

Approval of Minutes: Ann presented the meeting minutes from the October 3-4 Board meetings that took place in Dayton, at the Meadowlark Restaurant and Wright State University Research Park Campus. Lori motioned to approve the minutes as drafted, and Jennifer seconded the motion. Sylvia called for the vote and the motion was approved unanimously.

Regional Representative Region 5: Sylvia introduced Terri Hazen as the new representative for Region 5. Terri's email is theresehazen@gmail.com. Sylvia will make sure that Terri gets more extensive documents and orientation to the board. Terri was appointed through the agreement of the Northeast Ohio Lactation Association and the Lorain County Breastfeeding Coalition. Terri noted there is also a Lake County Breastfeeding Coalition (being formed), and asked if anyone was aware of any other breastfeeding coalitions in her region; no one was aware of any others.

Treasurer Update: Jennifer reported that OBA checking balance is \$3323.17. Jennifer has outstanding charges of \$84.83 for the meeting room expenses and an outstanding PayPal transfer of \$61.51 that Dee has notified Jennifer of, but that has not yet shown up on the bank account statement. Dee and Jennifer still need to complete integration of the new treasurer and the PayPal account. A new option, WePay, an alternative to PayPal, was briefly discussed, having been suggested by Lori. Lori will send information about WePay to all board members to review. Lori doesn't have any personal experience with WePay, but noted that its features seem to be more oriented towards our needs than PayPal. Jennifer needs input from all in order to make a decision whether to close the old PayPal account, open a new PayPal account or to open an account with WePay. Jennifer asked that the board reply by October 27th.

Update on Action Items from October 3-4:

Articles of Incorporation: Legal and board review of the draft Articles of Incorporation is still needed before the draft can be adopted by the board and presented for vote by the membership. It had been agreed at the October 3-4 meeting that the vote would be conducted by mail-in ballot. Ann did not have a new draft at this time. Ann asked the board to consider setting a time frame for having the draft reviewed and the ballots sent out. There may be a resource through OANO (Ohio Association for Nonprofit Organizations) for a legal resource to review the draft Articles; Sylvia will call OANO and LincOhio to find out more about those resources. The board discussed how to determine membership eligible to participate in the ballot, and what the board needs to do to be inclusive or to determine who should participate. Jennifer proposed that a draft be ready and circulated by the end of the year; Ann added that she preferred to send the ballot out before Thanksgiving and that the Articles vote would be

concluded by the end of the year. The board accepted that timetable as a working timeframe for completing the Articles of Incorporation.

Continuity of Care Project Report: Terri Rutz reported that she is still working with Donna Walls and Liz Maseth in coordinating their work as project managers, but that she is having trouble getting responses from Liz regarding her work. Donna is very responsive in implementing the CoC project in her area. On October 31, Terri, Donna and Liz are planning to have a phone conference with Emily Lindsey at USBC to clarify questions that Donna and Liz have. Donna has turned in hospital surveys but Liz has not; neither has turned in any community surveys. The surveys are tools provided by NICHQ/CDC/USBC for the project managers to conduct in their areas. Donna has turned in a work plan, Liz has not. The work plans should be reviewed by OBA to decide what we can work on in supporting Continuity of Care once they come in to Terri and she forwards them to the board. OBA has received the first portion of the CoC grant (\$2325.00), but we will receive further funding as more steps are completed by the project managers in the field (Donna and Liz) and OBA. Jennifer is aware of Liz conducting work on the hospital survey at her hospital, but Terri has not heard back from Liz. It was recommended that Terri may need to take action at some point to replace participants who are not responsive and not conducting work for OBA. Jennifer is assisting Terri in contacting Liz, but hasn't heard from Liz yet. There was concern expressed about losing work completed, but also concern about Liz not responding to Terri's email. Terri does not have a phone contact for Liz, but Jennifer will provide that to Terri. A question was raised if more OBA board members need to participate in the communication with the project managers and USBC support, and Terri is open to that potential participation.

Capacity Building Project Report: Lori reported that she is continuing to communicate with Tina Carderelli to see how we can work together on board building and learning. She will create an invoice for USBC to submit to receive CB funds for this project.

New Business: Ann asked if anyone was aware of a new story regarding human milk sharing in the news. It was shared that a new study was released in Pediatrics that revealed contamination in human milk sharing samples, which seemed to be generating a lot of interest in the news organizations around the state. Terri is going to send out the study article to all, as the study was partially conducted by Cincinnati Childrens' researchers.

Next Meeting: Sylvia will conduct a poll to determine if we can meet November 18, 2013, via conference call at 12 noon, as November 11 is Veteran's Day and some board members are not available. The board may need to revisit when to hold meetings in order to accommodate the majority of board members.

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

Respectfully submitted by Ann Davis, Secretary