

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

Date: December 12, 2017

Location: The Century House, Latham NY

***Present: Mary Allison, Penny Bashford, Lauren Brand, Alma Brandiss, Andrea Byrne, Angel Carter, Lisa Cogswell, Carmelina Cruz, Lisa Fermin, Megan Fulton, Holly Green, Vijaya Jain, Sue Kowaleski, Agnes Molnar, Cathryn Mizbani, Corie Nadzan, Carolyn Niedzielski, Tenisha Rivers- Hill, Helene Rosenhouse-Romeo, Melissa Sacco, Cindy Walsh, Cindy Walton, Sherry Wilson***

***Absent: Victoria Prentice***

***Excused: Rudy Sicari, Colleen Vokes***

***Guests: None***

ITEM	DISCUSSION	ACTIONS	FOLLOW-UP
Call to Order	<ul style="list-style-type: none"><li>With a quorum established, Chair Lauren Brand called meeting to order at 10:55 am.</li></ul>	Establish quorum.	None
Minutes Approval	<ul style="list-style-type: none"><li>Minutes from October Board meeting were reviewed and accepted with no corrections.</li><li>Gigi Cruz- motion to approve minutes, Cindy Walsh seconded the motion.</li></ul>	Minutes approved.	None

<b>Chair's Report</b>	<p><b>Cindy Walsh - Elections</b></p> <ul style="list-style-type: none"> <li>• Cindy Walsh put forth a motion to approve 9 current board members who have gone through the process and have accepted to continue serving on the WIC Association board. Motion was approved unanimously. The 9 reelected board members are: Helene Rosenhouse-Romeo, Corie Nadzan, Vijaya Jain, Carolyn Niedzielski. Lisa Cogswell, Andrea Byrne, Sue Kowaleski, Penny Bashford, &amp; Sherry Wilson. Cathryn Mizbani did not complete the process.</li> <li>• Ballots were completed by all board members for nominations of open positions for Vice Chair – Corie Nadzan and Secretary Helene Rosenhouse-Romeo. Completed ballots were reviewed and counted by Cindy Walsh &amp; Vijaya Jain. Both candidates elected unanimously.</li> <li>• Congratulations to all board members!!</li> </ul> <p><b>Lauren Brand:</b></p> <ul style="list-style-type: none"> <li>• There is a conflict with the manager's meeting and our Oct. 2018 board meeting. We will shorten our meeting as in October 2017.</li> <li>• Cathryn Mizbani has been storing WIC documents/files. We need to decide which documents to keep, which ones to discard and where to store them in the future. The board will look into a digital filing system.</li> <li>• The current strategic plan expires in December 2018. The board needs to schedule another strategic planning meeting. Lauren will contact NYCON for a quote and potential training session during the August 2018 meeting.</li> </ul>	<p>Corie &amp; Helene elected as Vice Chair &amp; Secretary with terms beginning January 2018.</p> <p>9 board members reelected to continue serving on the Board.</p>	<p>None</p>
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<b>COMMITTEE REPORTS</b>			
<b>Board Development</b>	<p><b>Cindy Walsh:</b></p> <ul style="list-style-type: none"> <li>• Looking at regulating policies. Conference call to be scheduled for January to discuss "Attendance Policy" and changing the incoming years (odd/even) for the executive committee members.</li> <li>• Income/Expense form has been sent back to the fiscal committee for further discussion.</li> <li>• Cindy pointed out that we need more involvement from board members for election of open positions on the board. She thanked those who sent in nominations</li> </ul>	<p>Review Attendance Policy in January conference call meeting.</p>	<p><b>Cindy Walsh</b></p>

<b>Marketing &amp; Membership</b>	<b>Angel Carter for Colleen Vokes:</b> <ul style="list-style-type: none"> <li>• Trying to obtain more articles from board members for the December newsletter.</li> <li>• There was a discussion about who has access to post on Facebook-currently Lauren Brand, Colleen Vokes, Lisa Cogswell, Victoria Prentice &amp; Cindy Walton have access.</li> <li>• Brochures for recruitment of consumers is being prepared.</li> </ul>	Colleen Vokes reach out to board members for more newsletter articles.	<b>Colleen Vokes</b>
<b>Legislative / Lobbying</b>	<b>Agnes Molnar:</b> <ul style="list-style-type: none"> <li>• We need 10 people to do the advocacy work in Washington DC during the NWA leadership conference in March 2018. A motion to send 6 Advocates and 1 emeriti at a cost of \$10,000, for the meeting was put forth by Agnes. This motion was approved unanimously. We will work on preparing necessary materials for the visits.</li> <li>• Loan payment scholarships will be offered again this year. Applications will be made available at our Annual conference in March.</li> <li>• There was a conversation about yesterday's NYWIC presentation. Lauren will send letter to April Hamilton letting her know that the board has reservations about the presenter being the primary trainer for NYWIC going forward.</li> <li>• Regarding regional office issues-we still have questions about regional staff qualifications.</li> <li>• We received 25 eligible applications for the \$500 scholarships. We selected 20 winners via lottery. Tammy will send addresses of the winners to Gigi so she can mail the checks to these winners.</li> </ul>	Prepare materials to be given to Congressional and Senate staff during our advocacy visits.  Gigi will mail checks to scholarship winners.	<b>Agnes Molnar</b>
<b>Conference</b>	<b>Melissa Sacco:</b> Thus far we have received \$ 20,900 from Exhibitors & Sponsors for the conference. We hope registration for the conference will go up in January. Corie is working on scheduling the speakers. Tentatively all slots are filled, waiting for a few more confirmations. Please send pictures, brochures from previous conferences to Corie. Conference agenda will be on an app., push notifications will be sent and we can do surveys, polls via apps.		<b>Melissa Sacco Corie Nadzan</b>

<b>Finance</b>	<p><b>Gigi Cruz:</b>  Gigi had already sent statements for September &amp; October. She reviewed the October statements.  Budget proposal for 2018 discussed. Budget items need to be finalized.  Discussed and reviewed expenses for 7 Advocates to attend the NWA Leadership conference in Washington DC, March 2018.  Discussed expenses for Strategic Planning meeting.</p>		<b>Gigi Cruz</b>
<b>Nutrition/ Breastfeeding</b>	<p><b>Lisa Cogswell:</b>  Allison does not know when the policies are coming out.  Discussed Peer Curriculum and how people are using the texting services for peer counselors.  There are no clear answers for policy questions.</p>		<b>Lisa Cogswell</b>
<b>Additional Comments</b>	None		
<b>Regional Reports</b>	None		
<b>Adjournment</b>	Motion to adjourn meeting – Cindy Walsh. Moved by Sue Kowaleski. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 12:41 pm.		

Minutes prepared by: **Vijaya Jain**  
Vice-Chair, WIC Association of NYS

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

Date: January 17, 2018

Date: January 23, 2018