

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

Date: October 16, 2018

Location: The Century House, Latham NY

Present: Mary Alison, Penny Bashford, Lauren Brand, Andrea Byrne, Carmelina Cruz, Lisa Fermin, Holly Green, Sue Kowaleski, Agnes Molnar, Corie Nadzan, Helene Rosenhouse-Romeo, Rudy Sicari, Cindy Walsh, Melissa Goldstein (formerly Zargham), Sherri Wilson,

Absent: Alma Brandiss, Angel Carter, Lisa Cogswell, Christopher Errante, Megan Fulton, Tenisha Rivers- Hill, Melissa Sacco, Victoria Prentice, Colleen Vokes

Guests: None

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 1:10 pm. 	Establish quorum	None
Minutes Approval	<ul style="list-style-type: none"> Minutes from August Board meeting were reviewed and approved with one abstention. Agnes Molnar- motion to approve minutes, Cindy Walsh seconded the motion. 	Minutes approved	None
Chair's Report	<p>Lauren Brand</p> <p>The contract with The Century House was submitted for the 2019 year. The rates for overnight accommodations and meeting rooms, is the same as last year's rates. October dates will be confirmed with Monica LaBree, Sales Manager, at The Century House for our Strategic Planning and Board Meeting.</p> <p>Brian Dittmeier, from the National WIC Association asked Lauren to present an overview of the WIC Association of NYS and its advocacy efforts on October 24, 2018. New Jersey WIC Local Agency Staf were invited to attend. The Board discussed inviting NJ local agency WIC staff to attend a future Board Meetings.</p>	Present to NJ WIC local agency staff	Lauren Brand

	COMMITTEE REPORTS		
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Consumer/Vendor	<p>Holly Green:</p> <ul style="list-style-type: none"> Holly Green and Megan Fulton will be Co-Chairs for the committee. The committee will discuss their potential 2019 budget on their November conference call. Penny Bashford received tips from one of the NYWIC pilot programs, which she will compile and disseminate to the Capital and Central regions for their roll out. Penny will also reach out to the State to see about having the WIC2GO app. able to link to LA’s social media pages so participants would have a direct link to their local agency. Discussion developed about whether statewide advocate can be a vendor. Many felt this would be a conflict of interest. Lauren will contact Mary Kaericher from ADK and request a written summation be given to the Board specifying what her purpose is for attending committee meetings and what ADK is looking for from the WIC Association so that the Board can assess. 	<p>Contact State</p> <p>Request presentation from Mary Kaericher</p>	<p>Penny Bashford</p> <p>Lauren Brand</p>
Conference	<p>Corie Nadzan:</p> <ul style="list-style-type: none"> Our 41st Conference will be held at the Marriott Syracuse Downtown, May 19-22, 2019. Save the date for the Conference has been posted on the Association’s website. Registration is not yet set up on site. Request for proposals need to be finalized as does the budget requests from Committee. Board members have requested that the Conference Committee keep the Board more informed on the progress of the conferences. In an effort to help cover the cost of our speakers, the committee is planning to use Speaker Tracks to tie sponsorships to topic such as breastfeeding, nutrition, etc. This led to discussion about Affiliate Members as a means to increase Association revenue and conference attendants. These are topic for strategic planning session next year Student rates for conference were also discussed. Need to define “student” (full-time, part-time, undergrad, etc.); either way, if discount was offered it would only be slightly reduced from full registration. 	<p>Finalize RFP and Budget</p> <p>Develop an outline for Conference Committee to report out</p> <p>Include strategic plan agenda</p> <p>Include strategic plan agenda</p>	<p>Corie Nadzan</p> <p>Corie Nadzan</p> <p>Lauren Brand</p> <p>Lauren Brand</p>
Finance	<p>Andrea Byrne:</p> <ul style="list-style-type: none"> The financials YTD report had errors that were corrected and sent out, everyone should have received the corrected report, and members should destroy the first one. The committee had a projected deficit of \$20,000, but the deficit is estimated to be \$31,000. The committee is hoping the deficit will be smaller with the 2019 membership. Our student lottery winners were all notified, and payments had been sent to their financial institutes, 2 of our recipient’s checks have not been cashed, Gigi will follow up with them. 	<p>Follow up on loan payments</p>	<p>Gigi Cruz</p>

	<ul style="list-style-type: none"> The Board will not be sending/paying for a consultant at this year's Legislative Conference, which is an estimated savings of \$6,000.00 from the 2018 budget. Local Agency Membership rebates will be discontinued in FFY 2019, which is an estimated savings of \$7,000.00. Discussed that the strategic planning session will be held at the Century House for additional savings in 2019 budget. 		
Board Development	<p>Cindy Walsh:</p> <ul style="list-style-type: none"> Agnes Molnar, Lauren Brand, Cindy Walsh, Rudy Sicari, and Holly Green were nominated, interviewed, and voted on to continue as Board Members for another term. All in favor and so moved. Gigi Cruz nominated Rudy Sicari for Treasurer and Corie Nadzan nominated Lauren Brand, to continue as Chair for next term. This was recorded to avoid duplicate submissions for the same candidate. All board member nominations for Chair and Treasurer should be sent to Cindy Walsh by November 1st. Nominees will need to send their completed application and resume by November 19th for a Board vote on December 11, 2018. Cindy Walsh will email nominated applicants' information to the Board before next meeting. At our February BOD meeting, Monday, February 11, 2019, the Executive Committee and the Chair of the Legislative Committee will hold an orientation from 4:00pm-5:00pm for new Board members in the Hudson Halfmoon Room. October 23, 24, 25, 2019 are the projected dates for The Strategic Planning and October Board meetings. 	<p>Send nominee applications to Board</p> <p>Orientation New Members</p> <p>Follow up with Monica LaBree from the Century House and will follow up with NYCON.</p>	<p>Cindy Walsh</p> <p>Executive Committee</p> <p>Tammy Lana and Lauren Brand</p>
Marketing & Membership	<p>Vijaya Jain:</p> <ul style="list-style-type: none"> A statement advising of five percent fee for credit card use has been added to membership letter, it was suggested that the Association look into using a payment application such as Venmo, where there would be no extra charge incurred by the paying agency or the Association. Committee requested that membership cover letter and invoice be sent out to local agencies. Scholarships and regional reimbursements are to be omitted. The committee has requested \$750 budget for our 2019 year. Melissa Goldstein (Formerly Goldstein) has volunteered to be Chair for the Marketing and Membership Committee for 2019, Colleen and Victoria's terms will expire in December 2018. 	<p>Revise letter</p> <p>Send out letter and invoices</p>	<p>Lauren Brand</p> <p>Tammy Lana</p> <p>Tammy Lana</p>

	<ul style="list-style-type: none"> Tammy Lana is working on an updated spreadsheet with local agency coordinators, site address, and telephone numbers. 	Update LA Contact Spreadsheet	Tammy Lana
Legislative / Lobbying	<p>Vijaya Jain:</p> <ul style="list-style-type: none"> In fiscal recommendations, it was suggested that we send only 4 advocates this year to the NWA Legislative conference in March 2019, discontinue hiring a consultant and reserve only 2 hotel rooms versus 4 rooms. Tammy Lana will make phone calls to line up meetings with Legislators with the assistance from our advocates. A motion was brought forth from the Legislative Committee by Vijaya to send 4 advocates to the NWA in March 2019 with expenses not to exceed \$6,000. Motion was seconded by Sue Kowaleski, voted and passed with one opposed. Viji will send out an email to all advocates interested in attending the conference, and who can commit to attend all meetings and stay in D.C. through Wednesday. Agnes and Viji will prepare a statement and submit to public comments on the issue of public charge which is due by December 10th. Once statement is completed, the Board will send out a list of legal resources for immigrants to local agency members. Loss of Cola survey is being revised sent out to LA as soon as possible so results would be back my Friday, November 9, 2018. 	<p>Decide which four advocates will attend</p> <p>Prepare statement and compile list</p> <p>Send list</p> <p>Update survey</p>	<p>Lauren Brand and Vijaya Jain</p> <p>Agnes Molnar Vijaya Jain</p> <p>Tammy Lana</p> <p>Tammy Lana</p>
Nutrition/ Breastfeeding	<p>Lisa Fermin:</p> <ul style="list-style-type: none"> Nothing to report at this time. 		
Additional Comments			
Regional Reports	None		
Adjournment	Motion to adjourn meeting – Agnes Molnar. Moved by Gigi Cruz. With no other items to discuss the meeting was adjourned by Chair Lauren Brand at 3:08 pm.		

Minutes prepared by: **Tammy Lana**
Administrative Assistant, WIC Association of NYS
Date: Date: October 30, 2018

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

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