Ohio Breastfeeding Alliance
Meeting Minutes from February 7 2013
Leadership Meeting with Judy Millesen of Ohio University Voinovich Center
(transcribed from Madonna’s notes; where unreadable, text placed in brackets.)

OBA/Voinovich Center
M. Fasimpaur
Date: 2/7/13 Start time: 1:18 pm EST
Attended: Judy-Voinovich Center
Terry Rudd (Terri Rutz) Michelle B (Michele Biddlestone)
Ann Davis Krystal (Bowden)
Kinkini-USBC (Kinkini Banerjee, USBC) Barbra G (Barbara Greenfield)
Madonna (Fasimpaur) Dee Keith

(roster from pg 5 of notes)
On phone: @Voinovich
Barb Crystal
Lori Michelle
Ann Dee/Me

Topic: 501c3
Discussion: See notes zoo to file. 2 pages.
(Inserted from notes)
1. 501c3 status: See: Regional nonprofit alliance-ournonprofitalliance.org
State of Ohio has guide startup nonprofit (Sec. State IRS form 1023
(Kiki - listen only mode access OU nonprofit alliance How to our help/nonprofit start up)
filing fee $300 for revenue under 10K income/yr
-* a sustainability place: generating revenue. Don’t want to see apply for grant or fundraiser
do business model
*is there public benefit/need
IRS really looks @ it.
Michelle: issue of doing legislative work. OBA wants to do this. Orginaz can lobby. May NOT use
any govt $ - grants fed/state/local for lobbying.
donors can not use donations as tax deductible contributions.
Dee: OBA are membership tax deductible - YES
Micy: key chain etc for mbrs is not reportable
6 wks →
over sent in= 3 mds
Action/Recommendation: Complet + submit app
Follow-up/Resolution: Michelle B

Topic: Funding
Discussion: See notes
(Inserted from notes)
2. Funding:
   - membership $10/yr with hardship request
   - grants - Kevin Davis- teacher grant writing and students have to write grants for an organization
   - conference
   - contributions

*Voinovich can have intern to do “fundraising”
   - maybe grant
   - research as part of bigger proj
   - position org visibility
   - prepare portfolio
   - ? Can we structure an internship?

*Kiki: USBC has funding for state coalitions
- Grantwriting will be available to state coalitions
- Kellogg’s Grant- for fund state coalition
- Need 501c3

K. Worked in pub. Health, knows what funders are looking for.
Kiki could help also with conferences
? web-based? Ed

Action/Recommendation: Mbrships and conferences

Follow-up/Resolution: Dee, Michelle, Madonna, Krystal-other bod mbrs that receive Voinovich disc

Topic: By laws
Discussion: ? all board-retreat
  ? suc committee
(Inserted from notes)

3. Interpretation Bi Laws
   - Karen G. clarified
   - Orgaz. Rep. from serving on board
   - bi laws over 3 yrs go back to coalitions and get re appointed
   - Pam Eidenfield- going off bd.
   - Mary Burton willing to serve ? 6 mo. Mbr.
   - Ann: big issue can’t find it in bi laws
   - Need process

Action/Recommendation: Decided suc. Committee 3-5 people
   Notice @ [miad] (Mon
   - Fri reminder to commit + close participation commit meets
   - 2 wks - publish results

Follow-up/Resolution: Karen G to conviene
Dee to contact Karen re: discussion with board + Voinovich rep recommendations

Topic: USBC Funding
Discussion: (from notes):
4. Dee asks USBC re: funding from Kellogg’s for strategic planning for state coalitions
- 0 give any to states
Trainings/set up only
50 states needs assess - Kiki
CDC wants a [rough] for effectiveness of governance

-Kiki bringing:
  1. collaborative process/can the work/how using members?
  2. Are addressing health disparities
  3. leadership rotating
  4. succession planning

Dee to Kiki: can she help get ODH on board? Yes
-spoke to Megan - Ohio BF Coord is vacant
-Ohio has interim
-position to be filled within a month

Lori Nestor - works for WIC WIC BF Coords-Megan-Cristian Marshrer
-what states don’t use WIC BF coord?
-Kiki-will find who’s WIC and who’s not + send to Lori

Judy- trust the process
-senses [accxt] re: bi law issues
-choose one item who can serve as exec. Board + get it out there - over e-mail + get bilaw stuff out of way
-use facilitated time with others USBC will be more productive

Ann: have agenda set before conf. call
Judy: time should be spent ahead of time with info+ discussion. Then conf call/USBC mtg will be more productive
Michelle: issue of caustic discussions + e-mails

**Topic: Policy/Procedure**

**Discussion: agreed need to develop**

(Following inserted from notes)

5. This is foundation for Policy/Procedures

****all board mbrs have fiduciary resp.
  1. Care- good discussion/informed/think-read
  2. Obedience-faithful to org rules
  3. Loyalty
  Duties required by law
  Always have best interest of organization as priority

Ann: Bd retreat all
Kiki- "USBC can facilitate"

-regs + reps + exec board
-coum process clear to recruit new mbrs + new mbr orientation
-clarification a smaller group
-audio recordings on website for mbrs to hear process

Dee: interpretations need mbrship approval

Ann: recommends board retreat
Kiki: about 4 wks-March

(following from separate section pg 5 in notes)

5. Policy/Procedure - me
Judy-training boards in 5 functions
10-12 min. increments. Can stop and do planning/development exercises
Action/Recommendation: Judy (Voinovich Ctr) presented disc with template for bi-laws, policy proced etc.
Follow-up/Resolution: Madonna

Topic: Board Retreat
Discussion: All agreed need face to face
Replace ann. Board mtg Fri AM before Breastfest
(Following inserted from notes)
   Judy-6 yrs is [illegible] transitional time for organizational development
   -founders are always underappreciated
   -need to move founder - ahead...award
   -be patient of others and the process
   -talking [pessimizing]
   -celebrate founders were right
   -future process need to identify...move forward
Kiki signing off 3 pm
Michelle: propose sm. Comm. 3-5 people meet - e-mail - + come to consensus before USBC mtg for bi-law clarification. Propose revisions.
Clarification: March 9th will take place of usual annual face to face Bd. Mtg the morning before Breastfest.

Topic: General Mbr Mtg
Discussion: none noted/specified
Action/Recommendation: March 15 1 pm - 3 pm @ hotel/Breastfest
Follow-up/Resolution: Dee secure space

Topic: Web Site
Discussion: -new service provider
   ½ of last provider
   (following inserted from notes)
Website- Ann
   -$40. Mo currently (includes domain)
   -issue with Homestead= limited design. 2 insert your own language. 0 versitle. Difficult to upload files. + costs 2X’s as much.
   -Tech Soup is great + less expensive [illegible]
TO DO- check new web pages + comment by Tues 2-12
Action/Recommendation: All mbrs to review + comments to Ann by Tues 2-12-13
Follow-up/Resolution: Ann will send link for review
   -Ann incorporate suggestions as able
Adjourn: Motion: Dee
Second- Moi
Adjourned 3:35 pm