

Utah Breastfeeding Coalition
Location: UDOH Room 101
Minutes Date: September 14, 2010

Attendance: Karin Hardman, Heather Hendriksen, Cara Munson, Kathy Pope, Elizabeth Smith, Jessica Bartlett, Susan Johnson, Patrice Isabella

Excused: Marlee DiCristofano, Melissa Knighton, Amanda Nederostek

SUBJECT	CONTENT OF DISCUSSION	ACTION
Bylaws	Bylaws were unanimously approved.	Cara to submit to Lisa to be posted to website.
501c3	Coalition has contacts with Brandon (lawyer) and Mark (consultant). Both parties have expressed willingness to help UBC obtain 501c3 status. Troy Knighton has also offered to help; UBC to work with him as get further along in process.	Karin to talk with Brandon about next step and with Mark to determine cost for consultant.
Membership Brochure	Revisions not complete. Discussion postponed to October board meeting.	Cara to complete and email out when has 2 nd draft ready. (Action item completed 9/29) Board members to review and send comments to Cara by October 6.
Website	Lisa has requested to be relieved of webmaster responsibilities. Jessica has a contact that gave some suggestions that would allow multiple people, including those with little knowledge of website design to maintain a site. Jessica and Susan are willing to help get things up and running. More extensive discussion to occur at October meeting.	Jessica to forward suggestions from contact (Action item completed 9/14)
UBC Hospital Contacts	Marlee suggested we establish hospital representatives, but board requested more guidance on what expectations to share with potential representatives. Elizabeth presented to Mountainstar hospitals about process of becoming Baby Friendly. Lakeview and St. Marks are seriously considering pursuing Baby Friendly status!	Marlee to prepare speaking points and share at October meeting.
Seed Money & Awards	Seed money opportunity was disseminated through several sources including UBC contact list. Kathy has received 3 applications for seed money : Honeybump Maternity (new business, award would benefit both employees and customers); CRSA (architect's office) and Murray City (plan to set up a lactation room at city hall and expand to other offices as needed). Murray City and CRSA were approved; Honeybump pending information more specific to employees. Depending on number of applications (as of 9/22, deadline extended to 10/15) , remaining money can be used for other projects or offered again next year in	Kathy to request Honeybump to revise application and resubmit to group. (Action item completed 9/15)

	conjunction with the café.	
UCWHP Display & Awards	Kathy requested that BCB funds be used to purchase award for UCWHP (GBS benefits). Request was unanimously approved. For next year, a lactation room is a requirement for the Worksite award.	
Photo Project	Utah was 1 of 8 states funded (29 states applied). We received permission to use photos taken at Café. Timbra has been contracted to take additional photos at baby friendly businesses. As of 9/28, photos have been submitted to USBC.	Jessica to edit and send out press release. (Action item completed 9/22)
Café Report	Blog carnival was a success. Café morphed into something bigger this year (from baby friendly businesses to photojournalism project). Logan café was a success. Consider adopting model for other Utah fairs for 2011.	
Education Event	Cara clarified that expectation is to provide 2 CEU events a year, with a full day conference every other year (next in Spring 2012). Amanda has been researching webinars that UBC may be able to join on it. Susan suggested a presentation on diagnosing and dealing with tongue tied that includes a comprehensive team of experts (ie ENT, pediatrician, dentist...) Jay has previously offered to present on this subject.	Board members to email topic/speaker suggestions to Amanda. Amanda to contact Jay about presenting on tongue tied. (Action item completed 9/20)
Treasurer's report	Heather emailed treasurer report prior to meeting. We have approximately \$6,700 for BCB and \$4,400 not BCB.	
Change in meeting time?	Heather has conflicts with 11 am time. Online meeting resources were suggested for exploring a new time that works for group.	Kathy to send out meeting time tool (Action item completed 9/14)
Other notes	Welcome to Jessica! Worked with Marlee at WIC, in process of becoming IBCLC. Karin will bring Jessica up to speed on responsibilities of promotion/marketing chair.	Karin to discuss responsibilities with Jessica.

Attachments:
Membership brochure draft