

# San Diego County Breastfeeding Coalition

## Board Meeting Minutes

Date: Jan 12, 2023

Time: 5:00-6:30 pm

**Facilitator:** Angeles Nelson

**Invitees:** All SDCBC Board & Advisory Members, Current Volunteers

**Attendees:** Angeles Nelson , Alison Wolf , Rose deVigne-Jackiewicz , Christina Lares , Jose Gonzalez , Sarah Lazar , Tim Johnson, Shana Wright, Kiera Schminke

**Call to Order:** 5:04 pm

<i>Agenda Item</i>	<i>Discussion</i>	<i>Actions</i>
<b>Welcome</b>	<p>Happy New Year! A time for renewing, planning, setting goals, and strategizing!</p> <p>Please share one activity/book/music/exercise (breathing!) that grounds you or helps you with stressful situations.</p> <p>Tim: started doing yoga again            Rose: wants to start yoga, music            Kiera: Hike in neighborhood, get back to yoga            Shana: Yoga, realistic with goals, walking step hill            Ali: cook, read, work out            Sarah: jogging outdoors, family walks            Christina: getting outside for a walk, water, beach            Angeles: play and read with kids, walk with dog            Jose: working on clothing, evening gown</p>	
<b>Approval of Minutes</b>	<p><a href="#">December board meeting minutes</a>: Ali motion to approve, Kiera second</p>	Angeles to accept comments
<b>Reports</b>	<p><a href="#">Presidents Report</a></p> <ol style="list-style-type: none"> <li>1. Operations:           <ol style="list-style-type: none"> <li>a. Staff and board members- First Thank you for all your work on 2022</li> <li>b. Capacity - I am proud of the work we have accomplished, but we have very heavy loads, need to manage projects and no overcommit</li> </ol> </li> </ol>	

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- c. Sustainability: We need to ensure board members and staff don't burn out
- d. Budget: We have limited resources and we need to ensure we have prudent reserve,
  - i. minimum of 3 months, better to have 6 months but our goal should be one year of expenses covered on our savings account.
- 2. Focus on the next few months:
  - a. Leadership transition
  - b. Sustainability/Grants
  - c. Resource guide
  - d. Membership drive
  - e. Education

Treasurer's Report:

- 1. [Budget Overview FY2023](#)
- 2. [A/R Aging Summary as of 1/11/2023](#)
- 3. [Daily Cash Flow Balance](#)
- 4. Goals for 2023:
  - a. Strengthen organizational memberships
  - b. Downsize storage
  - c. Achieve financial sustainability, maintain savings
  - d. Find another venue for Liquid Gold and find more sponsors
  - e. Involve the community in the process

Secretary's Report: N/A

Advocacy and Outreach Committee Report

- 1. [Pump Act signed into law!](#)
- 2. [Policy Priorities from USBC](#)
- 3. 2/23 USBC Membership Meeting 9 a.m. – 12:00 p.m. PT.
  - a. [Registration Link](#)
- 4. CBC Summit - Policy day Jan 26th - setting up meetings and leg visits
  - a. If you can't go to the summit, you can still participate in an advocacy day

All Board: please review 2023 and send Kiera any comments/ideas

Angeles: You can sign up here: [California](#)

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	<p>5. Congrats on passing the WIC Bump in the omnibus bill.</p> <p>6. Next Advocacy meeting 1/20/2023 @ 1pm</p> <ol style="list-style-type: none"> <li>a. Join Zoom Meeting</li> <li>b. <a href="https://us02web.zoom.us/j/83047258648">https://us02web.zoom.us/j/83047258648</a></li> <li>c. Meeting ID: 830 4725 8648</li> <li>d. Passcode: meet</li> </ol> <p>7. Working on resource guide: have it Chinese, Spanish and English</p> <p>8. Brave Conversations: Discussing Gender Inclusive Language in First Food Field</p> <ol style="list-style-type: none"> <li>a. Christina and I have been participating in webinars with USBC and NWA regarding inclusive language, why this is important and how can we improve the Coalition to be more inclusive of families who might be nonbinary.</li> </ol> <p><u>Education Committee Report</u></p> <p>9. <a href="#">2023 Education Calendar</a>- almost finalized, have a few gaps at end of year</p> <ol style="list-style-type: none"> <li>a. Goal is to get a calendar for first half on month on the website</li> </ol> <p>10. <a href="#">Education budget</a>:\$7485</p> <ol style="list-style-type: none"> <li>a. \$4500 Honoraria</li> <li>b. \$1485 Continuing education fees</li> <li>c. \$1500 Zoom</li> </ol> <p>11. Survey attached to mail chimp with “What subjects are you interested in?” so we can focus our lectures</p> <p>12. Possibility of live/hybrid conferences</p> <p>13. Looking at utilizing National University interns to lower costs</p> <p><u>Breastfeeding Care Report</u></p> <p>1. Warmline update: 2 calls</p> <p><u>Sustainability/Fundraising Report</u></p> <p>1. Global Communities</p> <ol style="list-style-type: none"> <li>a. We have been granted 24K, which will be disbursed quarterly in the next 2 years</li> </ol>	<p><a href="#">Breastfeeding Summit</a> - advocacy day</p> <p>Rose to send email regarding “Watchful Waiting”, possible lecture for May</p> <p>Education budget to be included with <a href="#">2023 budget</a> and voted upon.</p> <p>Jose to create education audience survey</p> <p>Kiera working on finalizing</p>
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	<ul style="list-style-type: none"><li>b. Our contact is Lisa Bain -Executive Director for Global Communities</li><li>c. Program: Warm Line: increase language access</li><li>d. <a href="#">Notes</a></li><li>e. Met with Lisa, Charda, and Laura in December-Dec 16th. Our next meeting is January.</li><li>f. Global Communities hiring CLEs that are able to speak other languages</li><li>g. Goal to have it up and running next month and start training</li><li>h. <a href="#">Updated Warmline Protocol</a></li><li>i. <a href="#">Warmline Promotions Plan</a></li><li>j. Requirements:<ul style="list-style-type: none"><li>i. Finance Manual</li><li>ii. Code of Conduct - Done (Thanks Kiera!)</li><li>iii. Added an undeliverable in the chart of accounts (Done)</li></ul></li></ul> <p>2. SD County grants:</p> <ul style="list-style-type: none"><li>a. Christina is getting started on the application.<ul style="list-style-type: none"><li>i. Community enhancement: 25K (staff time)</li><li>ii. Neighborhood Investment: 40K (tangible items)</li><li>iii. Rescue plan ARPA (COVID expenses &amp; reimbursement): 10K</li></ul></li></ul> <p><a href="#">Get the Grant Workshop: 2/2/23 @ 12:30-1:30</a></p> <p>3. Blue Shield:</p> <ul style="list-style-type: none"><li>a. Talked to Patricia King on Jan 12, our next meeting with her is Feb 10th, 9:30 to 10 am</li><li>b. We can count on \$5000 for Resource Guide, she will send a check on February</li><li>c. They might be able to provide additional funding or printing for the resource guide</li><li>d. They are interested in continuing to support the Coalition and funding perhaps other projects.</li></ul> <p>4. <a href="#">Kaiser Grant</a>:</p> <ul style="list-style-type: none"><li>a. We submitted an application requesting \$40K</li><li>b. <a href="#">Bridging the gaps and building opportunities for San Diego County via support for breastfeeding, maternal/child, and family health</a></li></ul>	<p><a href="#">Finance Manual</a> and will send out to Board for approval.</p> <p>Ali to make additional updates to protocols and intake</p> <p>Ali and Christina will work with Rose to review protocols</p> <p>Kiera to update finance manual</p> <p>Notify Angeles if you would like to help with SD County grants</p> <p>Angeles &amp; Ali to meet with Patricia in Feb.</p>
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	<p style="text-align: center;">c. Unfortunately, our application was denied, “ Unfortunately, we receive many more requests than we are able to fund.”</p> <p>5. <a href="#">Adaptive Parent Project</a> SCDD grant with Alesha Thomas: approved, funding for one webinar</p>	<p style="text-align: right;">Jose &amp; Christina to meet with APP in Feb.</p>
<p><b>New Business</b></p>	<p><a href="#">2022 Annual Report</a></p> <p>Finance Manual</p> <ol style="list-style-type: none"> <li>1. <a href="#">Finance Manual</a></li> <li>2. <a href="#">Fiscal Oversight Policies and Procedures</a></li> </ol> <p>2023 Board</p> <ol style="list-style-type: none"> <li>3. <a href="#">Board Nomination Form</a></li> <li>4. Discussion: Election of new members and roles- Angeles opens for a discussion</li> <li>5. Executive committee:             <ol style="list-style-type: none"> <li>a. Past President: Angeles-</li> <li>b. President: Kiera (Rose motions to approve, Angeles seconds, Sarah thirds)                 <ol style="list-style-type: none"> <li>i. Dedicated to coalition and strategic plan</li> <li>ii. With coalition for 3 years in different roles</li> <li>iii. Wants to be able to give presidency full attention but too much with Treasurer role also</li> <li>iv. Need an education chair</li> </ol> </li> <li>c. Vice President: Alison (Rose motions to approve, Angeles seconds, Sarah thirds)</li> </ol> </li> </ol>	<p style="text-align: right;">Kiera will send finance manual to Board for vote when completed</p> <p style="text-align: right;">A doodle poll will be send out to capture votes for board members</p>

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	<ul style="list-style-type: none"> <li>d. Secretary: Ali and Christina can cover this position</li> <li>e. Treasurer: <ul style="list-style-type: none"> <li>i. Looking into how other coalitions manage this position</li> <li>ii. Angeles considering but will be a big learning curve</li> <li>iii. Possibility of getting a finance or healthcare administration intern to help</li> </ul> </li> <li>6. Committees: <ul style="list-style-type: none"> <li>a. Advocacy: Angeles</li> <li>b. Education: Kiera</li> <li>c. Finance: need support</li> <li>d. Breastfeeding Care: Rose</li> </ul> </li> </ul>	<p>All: Please reach out to colleagues, friends etc to see if they would be interested in joining the board or filling any executive board positions.</p> <p>Kiera reach out to National University</p> <p>Jose reach out to UCSD &amp; SDSU</p>
<p><b>Old Business</b></p>		
<p><b>Announcements</b></p>	<p>Upcoming webinars</p> <ul style="list-style-type: none"> <li>A. <a href="#">Breastfeeding Promotion: Controversies</a> (2/23/2023)</li> <li>B. <a href="#">Herbal Support for Lactation and Infants</a> (3/28/2023)</li> </ul> <p>Advocacy action alerts</p> <ul style="list-style-type: none"> <li>C. DEMAND ACT: <a href="#">Take Action to Expand Lactation Support and Resources during emergencies</a></li> <li>D. <a href="#">Urge Congress to Support the Healthy Meals, Healthy Kids Act</a></li> <li>E. U.S. Breastfeeding Committee is coordinating an <a href="#">organizational sign-on letter</a> welcoming the new Congress and urging them to prioritize breastfeeding during the 118<sup>th</sup> Congressional Session</li> </ul>	

**Adjournment:** 6:32 pm

**Next Board meeting date:** March 9th

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**Zoom link:** <https://us02web.zoom.us/j/88406224663>

**Addendum (4/10/2023):**

[Vote outcomes of new positions](#)

- A. Kiera Schminke for President (pending fulfillment of Treasurer position): 4 yes, 1 abstain
- B. Alison Wolf for Vice President: 5 yes
- C. Angeles Nelson for Treasurer: 5 yes (position pending)

**Secretary Signature:** *Alison Wolf* 4/10/2023