

Task Force meeting- NCBC

minutes:

23 January 2023 / 12pm EST

Attendance: Brandi Harrison (chair), Jayne Carpenter (exec assistant) Haleigh Price (incoming membership chair) Dr. Laura Sinai (outgoing membership chair)

Agenda

Last Meeting Follow-up

chair check-in and update

1. Open board positions: treasurer, secretary, USBC rep. *top priority = treasurer
2. Financial: still need Paypal/bank acct. and card information for NCBC funds. Unable to access until outgoing treasurer and secretary meet with new board members to discuss transference
3. Website: Kathy Parry collecting updates and minutes from last 3 meetings to publish on website
4. MBCA meeting last week with Dr. Hannon, Brandi Harrison, Jayne Carpenter, and Kathy Parry. reviewing new applications in february
5. need letters of resignation from Colette Waddell and Brittany Brown.
6. Sending survey via MailChimp: CGBI, NCState MILK, MAHEC, NCA&T, UNC/MRTTI, TBA, email list in mailchimp, DHHS/Courtney Ramsey, Chiara Phillips; stakeholders
7. waiting to plan 2023 meetings
8. will begin working on newsletter for this quarter
9. Zoom for nonprofits ready to go once we have payment information
10. Dr. Singletary made regional map updates this month. Communicated with Jayne about interest in learning how to do this on the back end to help with updates as they come in.
11. Dr. Hannon has been in communication with Dr.Eglash and the IABLE to get ideas for ancillary staff, clinical staff, and provider trainings for clinics seeking MBCA
12. 'Yes' to keeping checks as form of payment for membership. Need new mailing address for those - *should be the person who can make mobile deposits*

New Business

1. New volunteer interest - setting up meeting with Brandi and Jayne for February 6 or 7. Jayne to email descriptions of open positions and coordinate meeting
2. coordinating a standing meeting with Brandi, Haleigh and Jayne bi-weekly
3. Schedule next/ final "task force " meeting as this constellation has existed for the last few months. Move forward with more consistent board meeting, to include: past board members who may be very supportive through transition
4. Bank account: can be done at any WF branch. In-person. Have proof on published minutes. Have proof of 501c3 status; include address of new treasurer; very clear language about who is *not* filling role of treasurer and who *currently is*

5. Need 1 board member and 1 non-board member on account (who willing to serve as this non-board member? CGBI individual? - explore
6. Jayne and Kathleen Anderson to meet with Monet Kees (Health Equity Manager, Every Baby Guilford) on 1/30/23 to discuss their implementation of BFFC and creating pumping/lactation spaces within businesses and faith-based communities in that area. Funding received in the Guilford County DPH to promote and support bodyfeeding and community awareness; encouraging businesses and orgs to apply for Employers and Community Partners award as part of the incentive for participating in the 'Every Baby Guilford' program.

Action Items

send survey

schedule bi-weekly chair, exec assistant, membership chair meetings

publish minutes

have organizing documents for the NCBC sorted to carry to WF and change names on bank account

get accounts sorted and appropriate names/addresses

review board orientation form in dropbox

send open position descriptions to Briana Smith

Next Meeting Agenda

February 27 2023 @ 12pm est