

Meeting: September Board Meeting		Recorded By: Dana Ingebretson	
Date: 9/1/16	Time: 4:30	Location: Trocaire College, Transit Road	Next meeting date: October 6 th , 2016 at 4:30pm
Present: Nancy Marinelli, Heidi Showalter, Erin Burch, Tina Jernatowski, Marie Murray, Jennifer Turesky, Holly Layer, Noelle DeSantis, Amanda Geraghty, Dana Ingebretson, Hannah Santoro, Joyce Leung, Melyssa Peplowski, Noelle DeSantis, Amanda Geraghty, Amanda Maddalena, Kristin Hirst, Molly Ploof, Tara Felser		Absent: Carol DeNysschen, Emily Gorman, Hollis Busch, Jane Calvert, Allyson Odachowski, Ben Glurich, Marla Guarino, Mallary Whipple, Lisa Neuhaus, Pam Beamer,	
AGENDA ITEM	DISCUSSION (concise summary)		ACTION/NEXT STEPS
Call to Order	N/A		
Roll call/Quorum	Quorum not established.		
Approval of Minutes	Approved by email on 12/7/2016		Will approve at October 6 th board meeting as quorum not present.
President's Report and Agenda Items	<ol style="list-style-type: none"> Leadership Training/NYSAND on September 16th and 17th - Ben, Allison, Erin, Jen, Lisa, Nancy, Shannon going (NYSAND will pay for a PR representative). Upcoming call with NYSAND immediate past president to give ideas for president-elect. 		<p>Discuss carpooling in near future.</p> <p>Please give recommendations for potential NYSAND president-elect: experience on district or state level is preferred.</p>
Delegate Report	Lisa can provide a ride to the NYSAND training, but not for the return trip.		
President-Elect	Potential location for annual dinner is Merge as would fit budget. Confirming location and setting date in advance could improve attendance.		<p>Will send out menu via email for everyone's input.</p> <p>Will double-check on whether they would give us entire room.</p>
Immediate Past President	Pushing award nominations as has been difficult in past.		Be aware of mailing being sent out to members for nominations. WNYDA board members please make nominations.

Treasurer	If anyone did not receive tax-exempt or reimbursement form for this year let Heidi know. Forms are on the website, but if new to the WNYDA board, need to be added for access.	If need forms in future contact Heidi. Nancy will add new members to board section on website to access forms.
Professional Issues	Meet & Greet scheduled for September 19 th with 16 people currently signed up. Event is capped at 55 with room size. Private practice program: tentative date is Monday, November 17 th at 5:00pm at Meals on Wheels Community Center. More information to come.	Nancy will continue to send out reminder emails on once/weekly basis.
Nominating	Marie: Need elevator pitches on board role (include main function, what you like most, estimated time you spend per week or month). Would like before the meet and greet event. Idea of talking to RD supervisors with purpose of them encouraging staff to join WNYDA and/or WNYDA board.	Will send out reminder email regarding pitches being sent in. Email Jane or Marie with supervisor names for contact.
Membership	No updates.	
Reimbursement	Planning a reimbursement/public policy event for October 11 th at Trocaire location. Estimating 1.5 CEUs for the event. Plan for event is to discuss reimbursement related to all areas of profession (hospital, outpatient, etc.). Attending monthly public policy calls using information from calls for October 11 th event.	Allison will send save the date and event details shortly.
Public Policy	No updates.	
Public Relations	More administrators have been added to Facebook to increase posting. There has been difficulty posting to WNYDA Facebook by iPhone, and availability to do this would make posting by phone easier. Focus currently on improving Facebook before focusing on other social media, although potential to look into other forms of social media currently as well. Proposal for PR to have quota for posting that matches what NYSAND does (NYSAND is minimum three tweets, ideally five tweets per week, one Facebook post per week). Could copy/paste from what they post. NYSAND has yearly calendar with pertinent days/weeks related to health and nutrition.	Nancy will send NYSAND calendar to Holly.
Website	Nancy will be able to get to website updates within the next several weeks. Contact available for support in web-building.	

	<p>Moving away from Pay Pal due to objections and finding new service to take payments. Anticipated difficulty with current recurring payments. December/January might be good window for change opportunity.</p> <p>Marie: idea for students submitting consumer-oriented blog to website.</p>	
New Business		
MailChimp	<p>Giving more board members access to MailChimp: specifically reimbursement, public policy, and professional issues. Potential WebEx training on MailChimp use.</p>	<p>Nancy will set up training within next several weeks via WebEx.</p>
CFSA nominations	<p>CFSA candidate/nominations. Pam has mentioned a CFSA meeting in October with potential report after that.</p>	
WNYDA P.O. Box	<p>Would be beneficial to have a P.O. Box due to continual changing address not appearing well at bank. Could be ideal to have P.O. Box forwarded to a home location. 5"x5" box would be ideal due to package sizing.</p>	<p>Will need to decide which post office is most convenient and central. Will determine if P.O. Box with forwarding available is a possibility.</p>
Adjournment	<p>Meeting adjourned at 5:15PM</p>	