

WWA Board MEETING MINUTES			
Wisconsin WIC Association	Topic: WWA- Fall Meeting (full day)		
	Time: Oct, 21, 2022 09:00 AM Central Time (US and Canada)		
	Join Zoom Meeting		
	https://us02web.zoom.us/j/83420272902?pwd=bDQ2R2xOZWxQNjk1TVRnVCS0Mzd09		
	Meeting ID: 834 2027 2902 Passcode: 945322		
Dial by your location: +1 312 626 6799 US (Chicago)			
Find your local number: https://us02web.zoom.us/u/kdZjyCJr19			
PURPOSE: 2022 Fall Meeting			
Meeting Date:	Location:	Start Time:	End Time:
10/21/22	Teleconference	9:00 AM	4:00 PM
Facilitator/Lead:	Camen Hofer	Minutes Prepared by:	Sarah Nix
ATTENDEES (checked in attendance)			
<input checked="" type="checkbox"/> Ellen Ellingsworth	<input checked="" type="checkbox"/> Camen Hofer	<input type="checkbox"/> Lindsay Kohut	<input checked="" type="checkbox"/> Suzanne Polacek
<input checked="" type="checkbox"/> Angela Ellis	<input type="checkbox"/> Kristina Ingrouille	<input checked="" type="checkbox"/> Sarah Nix	<input checked="" type="checkbox"/> Shawn Handfelt
<input type="checkbox"/> Megan Mueller	<input checked="" type="checkbox"/> Morgan Thums	<input checked="" type="checkbox"/> Nanishka Ruiz	<input checked="" type="checkbox"/> Kim Damrow

Items/Actions to Be Approved 9-9:30am	Outcome/Notes	Action Items & Person Responsible
<u>Welcome and Approval of Meeting Minutes/Ice breaker</u> <ul style="list-style-type: none"> • Introductions What is your favorite or current hobby?	Ellen made a motion to approve the minutes. Suzanne seconded.	
<u>Treasurer's Report (Ellen)</u>	Pay Pal: \$0 Business savings account: \$24,296.56 Business debit account: \$13,328.76	
Committee Updates/Overviews 9:30-11 am:		
<u>Finance (Ellen)</u> <ul style="list-style-type: none"> • 2023 Budget (any changes?) 	<ul style="list-style-type: none"> • Ellen reviewed budget spreadsheet. • Upcoming costs will be for website updates & continuing ed reimbursement for previous winning region of membership drive. 	
<u>Membership (Suzanne)</u> <ul style="list-style-type: none"> • Membership survey • Review of membership spreadsheet and goals • Brainstorm: ways to increase membership engagement in 2022 	<ul style="list-style-type: none"> • Suzanne reviewed previous membership survey questions. • Discussion about what questions to include/exclude in this year's survey. • Ideas for other winning region incentives – many in favor of funds for agency team building activity/event – dollar amount per staff member of 	

	<p>agency (\$25/person regardless of FTE & including interpreters paid w/ WIC funds) – voted & approved for this to be next membership drive incentive.</p> <ul style="list-style-type: none"> Recap all the things WWA has done for members in the past year. Incentive for completing the by-law changes survey – drawing to get 1 of 5 \$20 Amazon gift cards Wanting new website to be updated before starting next membership drive – payment via new website Membership Drive to be 11/7/22 – 1/31/23 	
<p><u>Professional Development (Kristina)</u></p> <ul style="list-style-type: none"> WWA Conference updates <ul style="list-style-type: none"> WWA Annual Discussion serves as Nov board meeting unless a meeting is needed/desired Apparel Sale (Shawn) 	<ul style="list-style-type: none"> Considering more frequent continuing ed opportunities verses one big conference. Conference is 11/30 – 2.5 CEUs pending approval Annual discussion counts as a meeting so no meeting in November unless needed Apparel options have been chosen. Logo will be WIC logo in white. Can use WIC funds for most items – consider as uniform or office supplies Shawn to reach out to see if we can open apparel sale/store sometime next week for agencies to use this year’s funds if desired 	
<p><u>Advocacy (Sarah)</u></p> <ul style="list-style-type: none"> Action Alerts 2023 NWA National Policy Conference – scholarships discussed afternoon 	<ul style="list-style-type: none"> Mailchimp? Brainstorm what WWA Action Alerts that would be different than ones from NWA? Registration for 2023 Policy Conference is now open 	
<p><u>Communication (Camen)</u></p> <ul style="list-style-type: none"> Website updates Fall Newsletter Facebook page permissions Logo (Kristina) 	<ul style="list-style-type: none"> New website seems to be much more user friendly Fall newsletter has been started and hoping to have it release early November New members will be added to WWA Facebook permissions so all members can post on WWA page if desired 	<p>Camen/Megan to add WICshare permissions and Facebook permissions for those who do not have them</p>
<p><u>Outreach</u></p> <ul style="list-style-type: none"> Thoughts on continuing this trial committee (Strengthening partnerships, creating new partnerships, and incorporate membership engagement, updating resources/job openings) 	<ul style="list-style-type: none"> Continue the committee 	
<p>Break 11:00-11:15am</p>		
<p>Update Board Roster 11:15am-12pm</p>	<ul style="list-style-type: none"> Kim approved to be Vice Chair for 2023. Angela approved to be Advocacy Committee Chair for 2023. Morgan approved to be Co-Treasurer for 2023 in planning for Treasurer 2024 when Ellen resigns. Changes below in purple 	
<p><u>Executive committee</u></p> <ul style="list-style-type: none"> Nominations and vote <p><u>New committee chairs and members</u></p>	<p>Past Chair: Camen Incoming Chair: Megan (July Highlight) Vice Chair: Kim Treasurer: Ellen Co-treasurer: Morgan</p> <ul style="list-style-type: none"> Suggestion: have someone in this role for at least 2 years. <p>Secretary: Angela (Aug Highlight) Committee Chairs:</p>	

	<ul style="list-style-type: none"> - Advocacy: Angela (Jan Highlight) <ul style="list-style-type: none"> -Shawn -Megan -Sarah - Communication: Camen (March Highlight) - Suzanne - FMR: Suzanne - Newsletter/Logo: Camen/Kristina - Sarah - Angela - Nanishka - Finance: Ellen (Dec Highlight) - Morgan - Professional Development: Kristina (June Highlight) - Shawn - Lindsey - Morgan - Kim - Nanishka Membership: Suzanne (Feb Highlight – At large Rep May, Reg Rep Oct, Support Member Nov) <ul style="list-style-type: none"> - Sarah - Kara - Megan - Camen - Lindsey Outreach: Lindsey (April Highlight) <ul style="list-style-type: none"> - Kristina - Kim 	
<p><u>Additional Roles:</u> NWA/LACC/WALHDAB reps State WIC Director Liaison</p> <p>2022 Current: NWA/LACC: Sarah Nix/ Angela Ellis WALHDAB: Ellen State WIC Director Liaison: Kristina FMR person : Shawn</p>	<p>Suzanne will be new FMR rep All others will remain the same</p>	<p>Kristina post September 4th Friday State Liaison Highlight</p>
<p>Lunch Break – 12-12:30/ 1?</p>		
<p>Membership Drive 2021 1-1:30 pm</p> <p><u>Membership 2022</u></p> <ul style="list-style-type: none"> • Start/ end dates • Update Membership letter, form, and website • Regional Rep email • Incentive? 	<ul style="list-style-type: none"> • 11/7/22 – 3/31/23 • Suzanne will send out email template to regional reps • Incentive decided above 	
<p>Scholarships – 1:30-2:30pm</p>	<ul style="list-style-type: none"> • Open up scholarships for any board members as well as WWA members r/t reduced cost w/ no travel • Post application for scholarship in 10/28 FMR and due 11/9 	

<p>NWA National Policy Conference- virtual</p> <ul style="list-style-type: none"> ❖ February 21st – 24th (Tues –Fri) ❖ Early Bird Registration ends: Dec 31st ❖ Members: \$285.00 (early bird) or \$385 (regular) <ul style="list-style-type: none"> • WWA Board member scholarship? • WWA Member scholarships? <p>Leadership Academy-Sponsorship?</p> <p>Other NWA conferences?</p> <p>State WIC Conference?</p>	<ul style="list-style-type: none"> • WWA sponsors 1 person for leadership academy 	
<p>Break 2:30-2:45 PM</p>		
<p>WWA Document Updates 2:45-4 pm</p> <p><u>Review By-laws</u></p> <ul style="list-style-type: none"> • Proposed By-law changes - VOTE <p><u>Review and update committee/chair descriptions</u></p> <ul style="list-style-type: none"> • Save updates in WICShare <p><u>Recruit Partners</u></p> <ul style="list-style-type: none"> • Identify and contact potential partners <p><u>Member involvement on committees</u></p> <ul style="list-style-type: none"> • Plan to increase participation 	<ul style="list-style-type: none"> • Voted to add support member roles to board meetings • 4th Friday of each month, put message in FMR about what we are working on or highlighting committees/positions (if holiday on 4th Friday, put in FMR week prior) 	
<p>If time allows:</p> <p>Break out into groups/committees for additional brainstorming</p>		
<p>Next meeting:</p> <p>WWA Annual Discussion: November 30th, 2:45-3:45pm</p> <p>2023 Meeting Time: 3rd Thursday, 12-1pm ?</p>	<ul style="list-style-type: none"> • Approved 2023 meeting times for 3rd Thursdays 12-1pm • Angela made a motion to adjourn the meeting, Nani seconded. 	