

Northwest Infant Survival & SIDS Alliance (NISSA)

Board Meeting Minutes
November 2, 2010, 7:00-8:30pm
Telemeeting

Board Members Present: Aileen Carrell, Nora Davis, Melissa Allen, Jeff Norman, Penny Gay, Caroline Law, Andrea Berndt, Stacey Branom

Board Members Absent with Notice: Laura Martini, Stephanie Gebhardt (aka Hoel), David Jardine (leave of absence)

Board members absent: Kandy Paulson

Staff: Deborah Robinson (Interim Director)

- Call to order – 7:05pm
- Agenda – no changes, stands approved
- Amended minutes of 9/07//10 – approved as amended
- Minutes of 10/05/10 approved as written

INTERIM DIRECTOR REPORT (DEBORAH) (sent to board prior to meeting)

See attached for full text of monthly report.

Fall Fund Raising update:

- Sage's Run (E. WA summer 2010) netted NISSA \$890, less than the \$4000 anticipated in 2010 budget
- Poker Run \$4210.00 (\$1230 less than budgeted)
- Fallen Leaf Run (Spokane 10/2010) – final report pending. Estimated net \$10,000.
- Auction (10/2010) – final report pending. Looks to be as profitable as last year

Eastern Washington Candle Lighting:

Usually held in December. Deborah has instructed Liz (E WA coordinator) to not use staff time for this – needs to focus on program work after several months of fund raising. Historically this event has been a volunteer effort, with materials supplied by NISSA. E WA board members will take the lead

Auction follow-up:

Several board members reported positive feedback from guests. NISSA office will be sending a survey to attendees. Debrief meeting to be held November 13 at noon at Kathy Lee's condo on Mercer Island. All welcome. This will also be the first planning meeting for the 2011 auction.

Documentation of volunteer hours:

Board members reminded to report volunteer hours to Laura Martini

TREASURER'S REPORT

Since the board treasurer is on maternity leave, board members are requested to review the financials attached to the Director's report and contact Deborah if questions.

BOARD COMMITTEE UPDATES:

Program Committee: (Nora)

Members are Nora Davis, Caroline Law, Sue Mickey Krinbring, Andrea Berndt, Jeff Norman, Penny Gay, Kathy Lee. Nora will invite Lynn Roesch (NISSA grant writer) to join.

The program committee recommends the following programs and priorities for 2010/2011

Cribs 4 Kids

Continue crib distribution in Western Washington

Expand crib program to E Washington in collaboration with Children's Services

Expand Cops & Kids program to Spokane County Sheriff's Dept., Spokane PD, Seattle PD

Bereavement Services:

Phone bereavement support group to be piloted to begin Nov 16 and end Feb 16, facilitated by Arlene Thomas with help from Andrea Berndt. Results will be shared with the board following the 12-week test.

Office to triage calls. Work with ME's and coroners.

Provide bereavement literature

Referrals to Journey program for counseling

Cradle Board Classes:

Continue partnering with NAWDIM

Community Health Fairs and Awareness:

Coordinate with Region 4 and with Spokane

Modify safe sleep kits (cost)

Coordinate new literature with safe sleep consortium

Nora (chair) has set an in-person committee meeting in Seattle for Saturday, 11/20/2010 from 1:00-3:00 at the NISSA office.

Fundraising Committee (Aileen):

Chair needed

Board Development Committee: (Melissa)

New member orientation planned but not yet implemented.

Personnel Committee:

This committee will be charged with 1) developing a job description/specifications for the ED position and the 2) carrying out a recruitment and hiring process. She suggested that these 2 functions would be best carried out by two sub-committees, with both board and non-board members on each. Watch for details via email.

NEXT IN-PERSON BOARD MEETING

Aileen reminded the board that our bylaws require a minimum of two in-person meetings per year. She proposes that the next one be in February 2011 and that it be a full day retreat. Either the NISSA office or Melissa will poll members as to the best Saturday in February.

Next meeting: Tuesday, December 7, 2010. 7-8:30pm teleconference

Adjourned at 8:35 pm

Minutes submitted by Melissa Allen