

**New Mexico Hepatitis C Alliance, Inc. (NMHCA) Board Meeting**  
**Tuesday, May 16, 2008 2:30 – 4:30 – UNM Integrity Building**  
**Minutes**

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1. The meeting was called to order by Lucy Yates at 2:35 pm.

2. Attendees

Lucinda Yates

Rosemary Holly Taylor

Terrence Holmes

Rachel Pacheco

Stephani Patten

Yolanda Herrera

Attendance by phone:

Julie Morrow

Excused:

Benjamin Corsey III

Karen Gonzales

Gavriela de Boer

Kory Montoya

Special Visitors:

Dr. Paulina Deming

Dr. Joseph Scaletti

3. Everyone received a copy of the **Agenda and** reviewed and approved for meeting. A copy of agenda was faxed to Julie Morrow in Roswell, New Mexico.

4. Ben's update postponed due to illness.

5. The **Minutes from March passed around need approval (to be sent out via email for everyone to correct, revise, and approve.**

Minutes from April meeting unavailable (to be reconstructed and sent out via email for approval to all board members).

---Wesley Pak (of the ECHO project) allowed the alliance to borrow a recording device and then he generously copied the meeting on to a CD so minutes can be typed at a later date. Thanks to Wesley for his time and talent.

6. The Vice President position is still open.

7. **Treasurer report by Holly Taylor.** Holly passed out copies of report ending March 31, 2008 income \$10.00/expenses \$374.50 bank balance \$2890.34. One thousand dollars of total is for the quilt project. **Yolanda asked about quarterly meeting \$300.00 versus negative \$364.50.** Explanation by Holly Taylor/ the representative from Glaxo was late getting to the quarterly meeting/ Holly wrote a check from the Alliance account to pay the caterer. Glaxo gave a check for \$300.00 the documentation is on next months report. The report includes all checks that cleared up to March 31, 2008.

(Lydia and her husband donated \$100.00 of the \$300.00 contributed for the food for the quarterly meeting)

Holly reports a phone bill is outstanding from Gavriela de Boer for three months.

April 2008 Income report \$10.00 membership/ \$300.00 for quarterly meeting/\$310.00 no expenses. The bank total for the end of April was \$3200.34.

- copy of post office box rent request given to Holly Taylor/ the amount due is \$47.00 for six months or \$94.00 for a year. Holly is going to pay the bill for the post office box.

8. Holly, Stephani, and Lucy got together on Mothers day for several hours and completed paperwork necessary to continue 501 C3 status, paperwork required for the IRS and State of New Mexico. The return receipts are expected in the mail, certified mail. This paperwork is due annually.

--- Holly noted the Alliance still needs to complete the annual report for 2007.

9. Subcommittee quarterly meeting report:

Yolanda mentioned disappointment at not having general membership involved in setting up the quarterly meeting. (It always seems to be the board that is doing most of the work to set up meetings, etc.) Yolanda mentioned we have the capability of emailing the whole committee and board members, in between the monthly meetings to ask others for assistance. She notes we could have had the meeting. We have to keep moving. This group was stagnated. We are all committed doing this stuff. Suggestion to tag on to the HIV commission, that is an opportunity to meet and network with 25 people there. There was never any feedback. Let's move forward through emails.

How should we move forward and reach out to other members? September is the annual meeting. June quarterly meeting is in compassed in the World Hepatitis Day/Gay Pride Fest. The second quarterly meeting incorporates with activities with Gay pride and Hepatitis C, a one-page announcement and attach all the events.

(Julie is more concerned about the Annual meeting.) (Yolanda chair of the subcommittee, as shaker and mover, can she have permission to move ahead and email to members.) There was nothing sent out about the last meeting and follow-up. Terry clarified that the Alliance is attempting to link up with other groups to incorporate and link up with other groups. In other words, the

quarterly meeting will be with another group. Not June meeting. Focus on the annual meeting.

**\*\*\*Action plan:** Yolanda is going to send out a draft, with attachments and include activities to send to everybody as she has done in the past. Everyone agreed.

**Annual meeting planning:**

Rachel noted last year we were already planning the annual meeting at this time. We need to secure a location, we had it at the Indian Cultural center last year. It was suggested to use the Church, Presbyterian Cumberland. Holly noted the room is small, at the Indian Center we had more than one room available to us for dining, etc.

Julie mentioned, "How about splitting up the annual meeting?"

Yolanda mentioned, "There are two rooms, available as long as there are no other activities occurring." "A church activity can always bump us out of the room."

Discussion took place about the number of people in attendance at the annual meeting last year. Stephani mentioned 63 people attended the annual meeting in 2007.

Discussion took place on date of meeting; a back up plan may be necessary.

What about a Friday or Saturday?

Stephani mentioned, "If we are looking for members that have hepatitis C, we may want to consider having the meeting on Saturday as a lot of the members may be working, and people that can't get off work or attending an all day meeting their energy level may be low, Saturday may be a good idea." "A family member may be able to come with them to help the person."

Terry mentioned, "Hopefully the persons attending would not be on treatment, because Saturday is a bad day to come to a meeting after an injection."

Holly mentioned, "Some people take injections on other days of the week."

"Some people may postpone the injection to come to the meeting."

Stephani mentioned, "Contact the pharmaceutical representatives, to inquire of possible funding."

Julie does not feel Saturday is a good idea to hold an annual meeting. Saturday is generally a lower turn out. Change date to another week. Julie can't make a meeting on September 10, 2008 there is a state wide meeting that day.

Yolanda thinks that we can draw some people to the meeting by the speakers that are presenting.

Stephani asked, "Are the members on the quarterly meeting committee going to take care of the annual meeting?"

Yolanda said, "Yes, half of the board is on the committee." "Have to have every bodies in put."

Terry, said, "The ECHO meeting is that week." "Some of those members may be able to participate in the annual meeting."

**Rachel noted, “September 17 thru the 20 is USCA.” ”The HIV national conference.” “Some of CPG people are attending that meeting.”**

**Voted on date for meeting:**

**September 11, Thursday or September 20, Saturday.**

**Suggested start time: Start meeting at 10:00.**

**Registration from 9:00 to 10:00am.**

**End meeting at 4:00pm.**