



**New Mexico Hepatitis C Alliance  
Board of Directors Meeting Minutes  
October 08, 2008**



**Board / Ex-Officio Present:** Yolanda J. Herrera, Ben Corsey III, Stephani Patten, Lucinda Yates, Joseph Scaletti, Saroj Baxter (call in), Teresa Williams (call in)

**Board / Ex-Officio Excused:** Karen Gonzales, Rachel Pacheco, Holly Taylor, Terry Holmes, Gavriela DeBoer

**Board / Ex-Officio Absent:** Kory Montoya

**Guest Present:** None

**Business Items: 10/08/2008**

<b>Topic</b>	<b>Discussion</b>	<b>Action / Person Responsible</b>
<b>1) Meeting called to order.</b>	Yolanda – Called meeting to order @ 4:40 pm. The agenda was accepted as is.	N/A
<b>2) Welcome / Introductions / Establish Quorum</b>	Welcome started by Yolanda. All present made introductions. Quorum was announced with 7 Board members present.	N/A
<b>3) Follow Up Annual Meeting 9/25/08</b>	<p>Lucy – Pending to distribute all Certificates of Appreciation.</p> <ul style="list-style-type: none"> <li>Will forward to Ben, notes from Annual meeting for minutes.</li> <li>Will forward any receipts to Holly for re-imbursement.</li> </ul> <p>Ben – AmeriCorps members were excited about attending meeting.</p> <ul style="list-style-type: none"> <li>Indicated they will be attending a HCV Train the Trainer, by Karen Gonzales</li> <li>Appreciated Andrews Gans presentation R/T CPAG Task Force and HCA.</li> </ul> <p>Holly – not present, excused. Yolanda – Brief Treasurer Report from information from Holly. Stephani – Election of Board members and Executive members went well – better before lunch when people were there.</p> <ul style="list-style-type: none"> <li>People wanted more on Advocacy</li> <li>Thank you to those who pulled the meeting together, it went well.</li> <li>There are some concerns on integration of HCA and CPAG</li> <li>Send invite to all new members yahoo site</li> <li>Newsletter went out to 27,000 people through Gathering of Nations!</li> </ul> <p>Saroj – Great meeting / everyone was friendly.</p> <ul style="list-style-type: none"> <li>Did not receive Agenda in time / the time actual meeting to start was unclear.</li> </ul> <p>Teresa – Meeting was excellent.</p> <ul style="list-style-type: none"> <li>Attendance was good.</li> <li>Meeting info. Given to supervisor and was impressed.</li> <li>Enjoyed all presentations / panel of speakers was excellent. Need more time for panel and direction for presentation.</li> </ul>	<p>Lucy -to complete the distribution, forward notes and receipts.</p> <p>Yolanda – to write up report for file, get in touch with Rachel to get evaluations. Yolanda will send treasury info out to board from Holly when received. Yolanda wants to</p> <p>Gavriela wants to know how much is in the quilt fund – question for Holly.</p> <p>Stephani will give Saro the annual meeting binder to keep in secretary files.</p>
<b>4) Frequency / Date / Time of BOD meetings</b>	Yolanda – discussed options. After CPAG meetings / meet quarterly / check bylaws to frequency required. Maybe board meetings every other month and executive meetings every month?	Yolanda to check with Stephani on meeting requirements.

<b>5) New HCA Membership List</b>	Yolanda – Introduced an electronic HCA membership List. Need to be up dated and new members added.	Yolanda to complete and distribute, for review.
<b>7) Reports</b>	<b>HIV / AIDS CPAG Planning Committee – Martin standing in for Andrew Gans</b> <ul style="list-style-type: none"> <li>• CPAG grant approved 2.4 million</li> <li>• End of planning cycle and should be finished by November 08. The completed report will be presented to CPAG in November .</li> </ul>	Next CPAG meeting Friday Nov 14 <sup>th</sup> 9:30-2:30. (Always 2 <sup>nd</sup> Friday of the month)
<b>8) Announcements/ New Business</b>	<ul style="list-style-type: none"> <li>• <b>Yolanda:</b> Review the Board of Director’s List for approval – all present approved list.</li> <li>• <b>Saroj:</b> Will email out finalized and approved minutes to all on Hep C Alliance, not just to Board.</li> <li>• <b>Lucy:</b> Wednesdays are OK for board meetings at Echo building at 4:30.</li> <li>• <b>Dr. Scaletti:</b> We can reach 3,500 people through the Rotary Club list.</li> <li>• <b>Lucy:</b> National Harm Reduction in Miami, Assoc. for Study of Liver Disease in San Francisco, AALL in San Diego in November. Needed for these upcoming National Meetings, 200 of each; Hep C Alliance flyers, Project Echo info. (NM Resource Guide is only for New Mexico.)</li> </ul>	<p>Saroj to get together email list of Hep C Alliance Membership and email out finalized minutes and information.</p> <p>Lucy will do calendar and update with national meeting info.</p>
<b>Wrap up and next Meeting</b>	Yolanda – announced next schedule meeting: Date: Wednesday, Nov 05, 2009 Time: 3:30- 4:30 Executive Committee, 4:30-6:00 Board Location: Echo Building	Saroj, Yolanda, and Ben will put meeting minutes together.
<b>Adjourned</b>	Yolanda – Adjourned meeting at 6:00 pm	