



**New Mexico Hepatitis C Alliance
Board Meeting Minutes
February 11, 2009**



Board / Ex-Officio Present: Yolanda Herrera, Ben Corsey, Stephani Patten, Rachel Pacheco, Lucy Yates, Karen Gonzales (phone), Gavriela de Boer (phone), Teresa Williams (phone)

Board / Ex-Officio Excused: Holly Taylor, Terry Holmes, Dr. Scaletti

Board / Ex-Officio Absent: Kory Montoya

Guest Present: Derrick Mathews (Gathering of Nations), Nancy Hawk

Topic	Discussion	Action / Person Responsible
1) Meeting called to order.	Yolanda – Called meeting to order @ 4:10 pm pm. We have a quorum with 5 out of 9 members present.	N/A
2) Welcome / Agenda Approved	Welcome by Yolanda. All present checked in. Stephani moved to approve and Ben seconded. Approved	N/A
3) Minutes Approved	9/25/08 Annual Meeting 9/25/08 BOD Meeting 10/8/08 BOD Meeting 11/5/08 BOD Meeting 1/14/09 BOD Meeting Meeting minutes did not go out and executive committee will review and approve.	Stephani to send out Minutes to exec.
4) Treasurer's Report	Stephani Patten gave report in Holly Taylor's absence Handed out packets containing financials from 6/2008 to 12/2008. Yolanda wants a different format for the financial reports. More detail.	Exec committee will work on format
5) Updates/Reports from:	<p>Quilt Presentation – Gavriela de Boer</p> <ul style="list-style-type: none"> • Proposal for someone to take on the position of finding venues for the quilt. • Proposal for a permanent space to keep the quilt safe. • Gavriela has records and documents that need to be stored as well. • She has found a place that has acid free gloves and acid free tissue paper that will help to protect the quilts. Storage bins would be nice also. • The possibility of having ECHO providing space for storage. • Yolanda talked about the quilt stands. She is going to ask for funding for 3 stands from Dr. Scaletti. <p>CPAG collaboration discussion and voting.</p> <ul style="list-style-type: none"> • Yolanda collected the voting sheets from members of the board. • 8 voting members, 1 non voting member, 4 ex-officio members • 6 for collaboration, 1 against collaboration, 1 abstention • Agreement to collaboration with the CPAG as a task force passed. • Yolanda talked about the collaboration and task force. <p>Open discussion about collaboration:</p> <ul style="list-style-type: none"> • Ben – excited about collaboration • Stephani – excited about the collaboration • Rachel – Still feels that we should not be a task force and that the NMHCA should do the program on its own. • Lucy – She voted for and says that it will work out. • Teresa – She is excited about collaboration • Karen – She is excited about collaboration. It will only strengthen our mission. • Gavriela – She says this a great idea and agrees with Karen and Teresa. • Yolanda – Talked about our collaboration with other organizations and that this is no different. We are able to further our mission through these collaborations. 	Gavriela will email Stephani websites for Quilt stands.

	<p>Executive Committee – Yolanda Herrera</p> <ul style="list-style-type: none"> • She talked about up coming events and that all are welcome to take part. • That the NMHCA is trying to get every thing organized. We have different binders for each area of structure (Secretary, Treasurer, Advocacy binders, etc.) • We will be standardizing forms and documents. • She asked if there were any other questions or discussion. • No member present and on phone had any further issues. • Talked about Lucy and Stephani has keys for the mail box. • Talked about the checking account and making it more formal. • Exec board will review bylaws • When we send out emails, one email for each event, notice, advocacy. <p>Secretary Report – Stephani Patten</p> <ul style="list-style-type: none"> • Reported on work being done to binders • Will develop email lists for membership and contacts. <p>Advocacy Chair – Stephani Patten</p> <ul style="list-style-type: none"> • Talked about advocacy work during the past 3 months. (See hand out). • Karen Gonzales mentioned that the Senate and House conference does not include any funding for Wellness and Prevention <p>Discussion of frequency, day, date for BOD meetings</p> <ul style="list-style-type: none"> • Yolanda mentioned that Terry Holmes and Dr. Scaletti are in clinic on Wed afternoons. • Question was posed if anyone has any conflicts on perhaps the 3rd Thursday of each month. 3rd Thursday of each month works for most members. • Tabled until next meeting. <p>Develop standardized email format</p>	<p>Stephani to complete email lists</p> <p>Stephani to send out poll for best day and date</p> <p>Stephani to send out email with format</p>
<p>6) Announcements</p>	<p>Ben – is now officially on the board of New Mexico Community AIDS Partnership Health Fairs</p> <ul style="list-style-type: none"> • Forms required <ul style="list-style-type: none"> • Volunteer sign up sheet • Applications if any. • Fliers if available • All documentation (emails, letters, contracts, agreements). • Gathering of Nations – Derrick, April 24, 25. Has direct connection with hepatitis C. <ul style="list-style-type: none"> • Talked about the event. There is food, educational booths, crafts, Indian Traders Market. Cost is one flat fee. • Lucy is coordinator for this event. • Set up day is on Thursday the 24th 10:30 – 2:00. • Talked about having information about that can be in the program • Possibility of having local media include this. • Lucy announced that the first state wide conference call for HCV support will be up and running on Tuesday, 5:00 – 6:00, 3/17/2009. <ul style="list-style-type: none"> • Call in number is 1-866-453-5550, pin # 5548097 <p>Nancy from Endorphin Power Company</p> <ul style="list-style-type: none"> • Lucy introduced her and she talked about getting accreditation for CEU’s for nurses. Perhaps be an avenue for nurses to get CEU’s. • Yolanda asked if she could get this process completed in time for WHD/Annual Meeting (May 2009). • Rachel posed the question if this would be available for social workers and counselors, doctors, etc. • Karen indicated that only nurses will be able to qualify. • Yolanda indicated that anyone could attend for self improvement. • Nancy talked about a Yoga Intensive, but will need enough people who would want to attend. <p>Yolanda talked about the pamphlets that we have on hand and that we are running</p>	<p>Stephani to create flier for event and send out via email. Give Lucy a hard copy.</p> <p>Lucy will stay in contact with Nancy and update as needed.</p> <p>Nancy will get info to Lucy.</p>

	<p>out.</p> <ul style="list-style-type: none"> • Question to Karen if we would be able to order in a quantity larger than 25. • Check on the HCVAAdvocate website to see if we can order in larger quantities and how many can we get before they charge us for the pamphlets. • If we need to order, then each of the board members will complete the order forms and send in. • Possibility of ordering at intervals to keep our stock up. <p>Yolanda requested that if anyone is aware of any health fair coming up, please let the board know so that we can collaborate with that event. Karen volunteered to be the coordinator for the WHD/Annual Meeting committee.</p>	<p>Karen will call Alan directly to find out particulars. Yolanda will fax to Karen the form with the number of each pamphlet needed.</p> <p>Karen to email us with confirmation</p>
<p>7) Wrap Up and Adjourn meeting</p>	<p>Yolanda – Motion to adjourn meeting @ 6:10pm.</p> <ul style="list-style-type: none"> • Seconded by Ben Corsey • Next meeting 3/11/09 • Exec Committee meeting 3/11/09 	

Approved