

Port City Breastfeeding Project- 501(c)(3) Nonprofit “Minutes”
July 18, 2019 @ 10:00 am

ABSTRACT: PCBP is in the works of attaining 501(c)(3) nonprofit status in order to apply for grants, seek out and apply for tax deductible donations and become a more well rounded organization with input from multiple sources. We plan to have everyone in attendance contribute what they believe PCBP’s goals should be and put what is agreed upon into the bylaws and mission statement set forth by the organization. The goal being to hold meetings twice a month until the bylaws are laid out in an agreed upon manner. **Articles 1 & 2**

People in attendance: Olivia Rice, Rachael Birkenhauer, Cynthia Boulay, Courtney Floyd, Norma Escobar

<i>Topic to Discuss:</i>	<i>Important Highlights:</i>	<i>Notes:</i>
<i>Mission Statement</i>	<ul style="list-style-type: none"> - Recap ““Our mission is to support families in the Port City and surrounding areas by providing access to lactation resources, with a focus on promoting equity and diversity in order to normalize and celebrate human milk feeding in all its forms.” - Any suggested alterations? 	<ul style="list-style-type: none"> - All in attendance are still in agreement about the mission statement as it stands. - We will continue to review it at subsequent meetings
<i>Bylaws (Article 1: Organization)</i>	<ul style="list-style-type: none"> - Name - Purpose - Offices 	<ul style="list-style-type: none"> - Lots of legal language - PCBP Values: <ul style="list-style-type: none"> ● Equity ● Family ● Dependability ● Open mindedness ● Transparency ● Education ● Service to others ● Respect for each family’s individual goals ● Cultural humility
<i>Article 1: Name</i>	The name of the organization shall be Port City Breastfeeding Project., hereinafter called “PCBP” or the “Organization.”	- Legal wording

<p>Article 2: Purpose</p>	<ul style="list-style-type: none"> - We shall improve access to lactation services and community support by removing barriers. - We shall promote, protect, and support breastfeeding in Wilmington and surrounding areas - We shall be inclusive and deliberate, including all persons and families in all the organization's efforts, activities and leadership. - The purpose of the Organization is to engage in any and all lawful activities incidental to the Organization's mission. - The Organization, which is organized under the North Carolina Nonprofit Corporation Act, shall operate exclusively for charitable and educational purposes and in a manner consistent with Chapter 55A of the General Statutes of North Carolina and Section 501(c)(3) of the Internal Revenue Code or successor provisions. - Upon dissolution of the Organization, assets shall be distributed for one or more exempt purposes within the meaning of section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code. 	<ul style="list-style-type: none"> - Legal wording - Also used a compiled list of purposed from last meeting to come up with our core purposes - Purpose List: <ul style="list-style-type: none"> ● Normalize Breastfeeding ● Provide community outreach ● Change cultural norms ● Encourage families to breastfeeding & to meet the breastfeeding goals ● Provide a community referral network ● Direct parent to parent support/education ● Provide peer counseling in the community ● Focus on parents from preconception through childhood ● Increase & sustain breastfeeding rates ● Create more secure attachment between parents & children ● Decrease adult & childhood diseases ● Provide support ● Sponsor community events ● Support continuing education in regards to breastfeeding ● Giving back to the community ● Provide financial support to community based peer counselors and groups
<p>Article 3: Offices</p>	<p>The principal office and registered agent of the Organization shall be located in Wilmington, North Carolina and may have other offices within North Carolina.</p>	<ul style="list-style-type: none"> - Legal wording - Expanded reach to all of North Carolina to account for potential growth of the organization
<p>Bylaws (Article 2: Membership)</p>	<ul style="list-style-type: none"> - General Rights & Powers - Qualifications for Membership - Approval of Members - Voting Rights 	<ul style="list-style-type: none"> - Time did not allow for this

<p>Other</p>	<ul style="list-style-type: none"> - There are many ways to write the bylaws, how do we wish to write them? - Do we wish to offer membership? - Attorney to look over and approve bylaws 	<ul style="list-style-type: none"> - We will decide on a layout after we have all bylaws laid out - We will once we are more established - A membership committee will be needed - Seem to be in agreement that a lawyer will be needed
<p>New Business</p>	<ul style="list-style-type: none"> - Continue work on bylaws (Articles 2 &3) - Choose a date for next meeting 	<ul style="list-style-type: none"> - Next meeting date is tentatively set for August 1, 2019 at about 10:30am, after the Tri-County meeting. - If children and adults are not feeling up to it, it is tentatively been held Friday, August 2, 2019 at 10:00 am - <i>If you have a date or time that you would like to have considered if you cannot make set meetings, please email the group for consideration</i>
<p>Next Steps</p>	<ul style="list-style-type: none"> - Continue to work on bylaws: Article 2. Membership <ul style="list-style-type: none"> - General rights & powers - Qualifications for Membership: - Benefits - Duties - Acceptance of Members - Dues - Membership Term and Renewal - Termination of membership - Compensation 	<ul style="list-style-type: none"> - Have decided that NCBC's bylaw membership section is more like PCBP's structure than many other models. - Read through NCBC's Article 2 and decide what needs to be tweaked and/or changed and/or added to be able to be used for PCBP