

Port City Breastfeeding Project- 501(c)(3) Nonprofit Meeting “Minutes”

July 5, 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. **Mission Statement**

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

| Topic to Discuss: | Important Highlights: | Notes: |
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| Mission Statement | <ul style="list-style-type: none"> -Why do we exist? -What is the purpose or essence of this organization? -Who is the target population that will benefit from our services? -What do we desire to achieve in the long run? -What makes us unique from other similar organizations? -What human needs are compelling our organization? -Has our mission changed or do we expect it to change in the future? -What values drive this organization? -Where will we focus our services? | <p>“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.”</p> <ul style="list-style-type: none"> - May be revised or edited to reflect new thought or wording - Sets us apart from other similar organizations - Can add other fine tuning in the purpose, values, etc sections |
| Bylaws (Article 1: Organization) | <ul style="list-style-type: none"> - Name - Purpose - Offices | <ul style="list-style-type: none"> - Ran out of time before being able to address this - Will work on this section at the next meeting |
| New Business | <ul style="list-style-type: none"> - Will continue to work on Bylaws in following meetings, every 2 weeks until the completion - Will continue to set future meeting dates at meetings to make it simpler. | <ul style="list-style-type: none"> - 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 |

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| Other | <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"> - Will discuss in future meetings |
| Next Steps | <ul style="list-style-type: none"> - Continue work on bylaws - Choose which section of bylaws to work on next: <ul style="list-style-type: none"> - Membership & Voting - Board of Directors & Meetings - Officers & Description of positions - Miscellaneous - Choose a date for next meeting | <ul style="list-style-type: none"> - Will work on Article one next - Next meeting set for July 18, 2019 @ 10:00 am |
| Peer Counselor Home Visits | <ul style="list-style-type: none"> - On hold until we can establish 501(c)(3) status in order to make this plan sustainable | <ul style="list-style-type: none"> - Still on hold |

We are all making a difference in our community, one baby step at a time!