

DONA International Board of Directors Meeting
July 26-27, 2016
Bellevue, Washington

THESE MINUTES HAVE BEEN APPROVED.

The Board of Directors of DONA International met at the Seattle Marriott Bellevue, Bellevue, Washington on July 26-27, 2016.

Tuesday, July 26, 2016

I. Call to Order/Welcome, Introductions & Roll Call

The meeting was called to order on Tuesday, July 26, 2016 at 7:30 am Pacific Time by DONA International President, HeatherGail Lovejoy.

Present: HeatherGail Lovejoy, Virginia Rivenbark, Ann Pollack, Sunday Tortelli, Johanna D’Aleo, Kyndal May, Ana Paula Markel, Ravae Sinclair, Melissa Harley, Sherri Wilkerson, Tammy Ryan, Danielle Winner Koontz, Tonya Daniel, Linda Worzer, Rachel Parris & Yana Katzap-Nackman

Staff: Cynthia Keillor, CAE, Executive Director

Members Absent: Jillian Hand

II. Motion – Approval of July 5, 2016 Minutes – Cynthia Keillor

(1) Upon a motion duly carried, the minutes of the July 5, 2016 Board of Directors teleconference were approved as submitted.

III. Executive Report – Termination of Fulfillment Contract with OmniPress – Cynthia Keillor

OmniPress has sent an updated contract, to continue to provide fulfillment services, for DONA International printed collateral materials. It was agreed that Cynthia Keillor would follow-up with OmniPress, to inform them of the current rebranding and web site redesign projects, and that once the new web site goes live we will be discontinuing the sale of these printed materials.

IV. Treasurer’s Report – May 2016 Financial Statement – Ann Pollack & Cynthia Keillor

The May 2016 Financial statement that was distributed prior to the meeting was reviewed. Cynthia Keillor will ensure that a category for Past President is included in future budgets for DONA International.

V. 2016 Conference Update

A verbal update was provided during the meeting.

VI. Marketing/Public Relations – Melissa Harley

Research Results/Themes: Information was distributed at the meeting and was reviewed and discussed. An Ad Hoc Committee will be identified to address Advocacy.

Motion - Approve Proposed Office Depot Affinity Program

(2) Upon a motion duly carried, the proposal to offer the Office Depot Affinity Program as a member benefit, was approved.

Motion - Approve Clothesline Product Fulfillment Proposal

(3) Upon a motion duly carried, the proposal to contract with Clothesline to process, store, and fulfill merchandise ordering on behalf of DONA International, was approved. All products to be offered must be pre-approved by the DONA International Board of Directors.

VII. 2017 25th Anniversary Conference Presentation – Virginia Rivenbark and HeatherGail Lovejoy

Bits on the Wire provided a presentation on a possible virtual and face-to-face conference option for 2017. After discussion it was agreed to table a motion or vote until Wednesday, July 27, 2016.

VIII. Website update – Melissa Harley, Ravae Sinclair

Samples of how the new DONA International web site Home page and navigation were presented to the Board for review.

The Board of Directors meeting recessed and 5:30 pm and reconvened on Wednesday at 7:30 am.

Wednesday, July 27, 2016

IX. Certification – Johanna D’Aleo

Motion - Approve Proposal to Create Cross-Certification Process for Doulas

(4) *Upon a motion duly carried, the proposal to create alternative pathways to the certification process for doulas.*

X. Education – Kyndal May

Motion- Provide a Multiple Listing Fee Discount

(5) *Upon a motion duly carried, a proposal to provide a Multiple Listing Fee Discount for Approved Continuing Education Offerings was submitted. MOTION WITHDRAWN.*

Motion- Create a Scope of Practice and Code of Ethics Webinar

(6) *Upon a motion duly carried, the proposal to create a Scope of Practice and Code of Ethics Webinar and add this requirement to both certification and recertification, was approved.*

Motion - Approve an Outline for Business Trainings & Accept In-Person

(7) *Upon a motion duly carried, the proposal to create an outline for business trainings and accept in-person business workshops as taught by DONA approved trainers for the business requirement toward certification, was approved.*

XI. Conflict of Interest – Sunday Tortelli

Motion – Approve Proposed Revisions to the Conflict of Interest

(8) *Upon a motion duly carried, the proposed revisions to the Conflict of Interest Policy & Procedures, were approved as revised.*

Motion – Approve Proposed Revisions to the Conflict of Interest Disclosure Form

(9) *Upon a motion duly carried, the proposed revisions to the Conflict of Interest Disclosure Form, were approved as revised.*

XII. Publications – Sherri Wilkerson

Motion – International Doula Managing Editor Contract

*(10) Upon a motion duly carried, the proposal to terminate the contract of the current managing editor of **International Doula** effective August 15, 2016, was approved.*

Motion- Approve Proposed Revisions to ID Managing Editor Job Description

*(11) Upon a motion duly carried, the proposed revisions to **International Doula** Managing Editor Job Description, were approved.*

Motion - Approve Proposed Revisions to *eDoula* Editor Contract

*(12) Upon a motion duly carried, the proposed revisions to **eDoula** Editor Contract Description, were approved.*

Motion - Approve Proposed Revisions to Blog Manager Contract

(13) Upon a motion duly carried, the proposed revisions to Blog Manager Editor Contract Description, were approved.

XIII. 2017 25th Anniversary Conference Discussion Continued

(14) Upon a motion duly carried, the proposal for a Virtual Conference Experience for 2017, was approved.

XIV. Motion – Approve Proposed RD & Membership Committee Restructure - Sunday Tortelli

(15) Upon a motion duly seconded, the proposal to restructure the Regional Director position as a non-board of director position to begin January 1, 2018, was approved. Motion Carried 13-3-0.

(16) Upon a motion duly carried, the proposal to create the addition of two Membership Director board of director positions, boundaries to be determined, which will oversee the non-board regional directors committee, to begin January 1, 2018, was approved as revised.

XV. Advisory Council Discussion – HeatherGail Lovejoy

This discussion was tabled until the next Board of Directors meeting.

XVI. Intercultural Update - Ravae Sinclair

A verbal update was provided at the meeting. No action was requested at this time.

XVII. International Update – Ana Paula Markel

A verbal update was provided during the meeting. No action was requested at this time.

XVII. Adjournment