

Breast Cancer Task Force of Greater Miami Valley
Meeting Minutes
October 18, 2011

Members Present: Rosalee Bradley, Elaine Cope, Annemarie Halfpap, Kathy Haught, Flora Igah, Louis Keiler MD, Sharon Kershner, Carla Knisley, Ann Lensch, Amy McKenna, Aaron Morman, Karen Pelfrey, Lisa Rucker, Roberta Taylor, Nancy Thoma, Michelle Upshaw

Members Absent: Sharon Becker, Sara Bielek, CJ Bruggeman, Faith Calif-Daley, Kim Faris, Marianne Farmer, Cynthia Ford, Lamar Ford, Leigh Ann Fulford, James Hamilton, Deborah Jordan, Pamela Kraft, Heleena McKinney, Kay Parent, Julie Robbins, Melissa Roelle MD, Ashley Russell, Julie Sawyer, Frances Wade, Donna Walls

Officers for 2011: Chair: Leigh Ann Fulford
ViceChair/Treasurer: Michelle Upshaw
Secretary: Sharon Kershner

Medical Advisors: Louis Keiler, MD; Melissa Roelle, MD

Mission Statement: To empower our community through education, support and advocacy regarding prevention, early detection, and treatment of breast cancer.

October Guest Speaker: Gregory Hopkins, Executive Director of Community Health Centers of Greater Dayton. Contact information: ghopkins@chcgd.org; www.communityhealthdayton.org; 1323 W. Third St., Dayton, OH 45402; 937-586-9733, ext. 1023

Community Health Center of Greater Dayton is a nonprofit organization founded in 2007 through collaboration between local hospital systems and Public Health Dayton & Montgomery County. CHCGD was formed to improve access to high quality, affordable primary health care in the region. Primary health care services are provided at four locations (Charles Drew, Corwin Nixon, East Dayton and Victor Cassano Health Centers).

- I. **Welcome:** Michelle Upshaw-Vice Chair, welcomed everyone to the October 18, 2011 BCTF meeting, and announced that Leigh Fulford-Chair was not able to attend today's meeting. Members will introduce themselves during Round Table announcements.
- II. **Approval of Minutes:** September 20, 2011 BCTF minutes were approved as submitted, by Kathy Haught and Roberta Taylor.
- III. **Finance Report:** Michelle Upshaw reported that the balance of the BCTF account is \$876.38. Pending deposit into the Breast Cancer Foundation (a 501c3) for the BCTF will be \$1,011.50. This is a donation from the "Crop for the Cause" event by Your Scrapping Café. It was suggested that Your Scrapping Café be recognized for their generous donation via a thank you note, attending a BCTF

meeting to deliver the check, and to announce their donation on the BCTF web site.

IV. Committee Reports: Marketing, Education/Video Contest, Events, and Executive Committee reports were emailed to members prior to the meeting.

A. Marketing Committee: *Report written by Sharon Becker:*

We completed PR work for both the PTSP event and the video contest. The video contest is in the online publication Citizen USA Ohio. You can go to this link to see the posting: http://www.citizen-usa.com/index.php?option=com_simplecalendar&view=detail&catid=8:other&id=124:leigh-ann-fulford-chair

We will be continuing our discussions on the update of the website at our next committee meeting on 10/20/11 at the PCH building on Jasper St.

B. Education Committee: *Report on Video Contest per Leigh Ann Fulford:*

RAVE Cinemas

Jim Hamilton and Leigh Ann Fulford met with Rave Manager Paul Gregg on September 27th at the Greene to discuss details about the Video Contest Awards Ceremony. Here are highlights from that meeting:

- **Date of ceremony—Sunday, March 4th from 3:00 until 7:00 pm.** We will be in the largest theater that holds almost 400 people and Rave supplies microphone, podium with light, and access to start/stop videos during the ceremony
- **Reception**—we can bring in food and have reception inside theater (but we must be discreet about bringing food into theater—we shouldn't go over the top)—there is a nice open area in the front of the screen and an inner hallway that is pretty wide for tables
- **Posters/Banners**—we can hang our poster and banners inside the theater on the carpet-covered walls (we can hang them in outer hallways but we may not damage drywall so that will be tricky, esp. with banners).
- **Red Carpet**—we can run a red carpet inside the theater, which has nice long hallway.

School Participation

The contest was posted almost at midnight on Sept 30th and we had questions (via email) the next morning from students entering the contest!!! (The questions were minor or logistical ones—nothing major.) AWESOME!

The following eight schools are participating this year and the number in parentheses shows how many video entries they have (a total of 54 videos that will possibly come in and/or qualify for uploading to YouTube):

- Alter (2)
- Beaver creek (1)
- Centerville (9)
- Miamisburg (22)
- Oakwood (10)
- Springboro (1)
- Stebbins (3)***
- Stivers (6)

Leigh Ann has visited Beaver Creek, Oakwood, Stebbins, and Stivers to talk about breast cancer risks and contest rules. The instructions must be very clear because no one has had problems with understanding what is required. The visits have gone very well and the students are full of energy and enthusiasm for the contest this year. It was nice to meet the new teachers getting involved too.

*** Super cool note: While at Stebbins, Leigh Ann met Ron Coleman, the breast cancer survivor coach/principal, and he is very excited about our group and what we do. He would LOVE to get involved with us however he can (speak, member, survivor stories, etc). I told him we would be in touch.

Note from discussion at today's meeting: It was discussed that male breast cancer survivor, Ron Coleman has voiced interest in speaking at a future BCTF meeting, and may have interest in joining the BCTF. Speakers committee will contact him, and Membership Committee can send him an invitation letter to join the task force.

C. **Speaker Committee:** *no report*

D. **Membership Committee:** *no report*

E. **Event Committee:** *Report per Aaron Morman:*

We just completed PTSP. Although attendance was down, no doubt due in some part to the weather, everything went as planned. Thanks to all who participated and helped pull the event together.

F. **Executive Committee:** *Report per Leigh Ann Fulford:*

Executive Committee met on September 27th. Here are the highlights of our meeting.

Nominations for Vice-Chair—five were submitted and one accepted. We will have formal vote of acceptance at our next general meeting.

Committee Format

After much good discussion, we decided it was best to let individual committees decide on their leadership but ask that it be “two-deep” whatever is decided upon (i.e., Chair/Vice-Chair or Co-Chairs). Leaders will have two-year term but they can serve consecutive terms without limits.

Because some committees have less work than others, we discussed combining or re-delegating some of the committee work. We decided the Vice Chair for the BCTF will be in charge of organizing speakers as well as being Treasurer. Since two of the six speaker meetings will be from our medical directors, we feel this is a reasonable addition to the Vice-Chair’s responsibilities.

There is a lot of committee overlap too. We discussed whether the video contest should be under the Events Committee instead of Education. We will discuss this at a future BCTF meeting. We also discussed adding Bowl Over Cancer to the Events Committee’s responsibilities since the BCF needs help with volunteers for that event, and the BCF sponsors so much of our BCTF work.

Need for New Members—We all agreed that we need to recruit new energetic members to help us with the BCTF so we will encourage all current members to invite someone to join our organization. We will run an article or ad in the DDN during the October breast cancer awareness month campaign and hopefully get a response from that.

Archives Committee

We decided Archives Committee is the best name for this group that consists of past chairs and the Historian. This group will probably meet by email mostly and we will discuss how/where we will store our archives at a future meeting.

Note from discussion at today's meeting: Members present recommend the Video Contest should be a subcommittee of Events Committee.

V. Old Business:

A. Interim Election – *reported by Amy McKenna, Membership Chair:*

Amy announced that Roberta Taylor was nominated for and has accepted position of Vice Chair for the remainder of 2011 (along with present Vice Chair, Michelle Upshaw).

Amy also announced that nominations for 2012 officer positions will be accepted in November, and has asked for BCTF members to be thinking of who they would like to nominate. Members can also nominate themselves.

B. Recruitment of new members – *lead by Michelle Upshaw*

Michelle reviewed the need to recruit new members to join the BCTF. All members are to think of ways to enhance recruitment, and to invite interested individuals to be a guest at a future meeting. Aaron suggested making small cards for interested members to complete with their name, address and phone number. Membership committee can send interested individuals a letter inviting them to attend a meeting. Ann Marie will design the card and Kathy Haught will be able to print copies. Amy will also send the letter to this year's PTSP flag raisers to invite them to join the BCTF.

C. Committees – *please see Committee Reports – Section IV*

D. Formation of Archives Committee – *see Executive Committee report - Section IV.*

VII. New Business

A. 2011 Christmas Party

Members present agreed Christmas party will be held Tuesday, December 13, 2011. \$10 white elephant gift exchange. Rosalee Bradley has agreed to make reservations at Mimi's Café at the Greene (first choice), or First Watch in Kettering (second choice).

VIII. Round Table Networking and Introduction of Members Present.

All present members introduced themselves. The following are Round Table announcements:

A. Kathy Haught and Roberta Taylor announced that they think introductions at BCTF meetings should occur at the beginning of the meeting.

Roberta also encouraged members to contact her or Kathy for any questions regarding BCCP.

B. Elaine Cope – suggested that the BCTF have a small give-away with the BCTF name/log to give out at events.

C. Karen Pelfrey – announced that this morning she heard media announce an organization is recommending mammograms every two

years. Encouraged members to research the source of this announcement. Karen also reminded members to bring sewing items for Stitches United to any BCTF meeting.

D. Rosalee Bradley – announced she will be retiring on October 31, 2011. ‘

E. Michelle Upshaw – invited BCTF members to attend Rosalee’s retirement party on 10/31/2011 at Drew Health Center from 11:00 am – 1:00 p.m.

Michelle also announced that she started her new position yesterday and her manager has agreed for her to tend to her previous obligations with the BCTF for the remainder of this year.

F. Anne Marie Halfpap – announced that she still has some of the breast cancer necklaces that were sold last year. She will bring them to the next BCTF meeting for anyone interested in purchasing.

G. Aaron Mormon – announced there are Medicaid changes pending.

H. Lisa Rucker – announced that Hospice is increasing support within the community.

I. Flora Igah – shared the joy expressed from a breast cancer survivor that she was given the opportunity to raise a flag at PTSP.

J. Leigh Ann Fulford (per S. Kershner) – Girl scouts are helping CARE WALK collect and count yogurt pink lids for breast cancer. So...save and clean your pink yogurt lids from Yoplait and Dannon and we will get those mailed for you. Just bring your lids to the BCTF meetings...we collect them year round.

Meeting concluded at 9:30 a.m.

Next BCTF Meeting:

Tuesday November 15, 2011, 8:30 a.m. at Drew Health Center

Respectfully submitted,
Sharon Kershner, Secretary