

MAINE SCHOOL NUTRITION ASSOCIATION

Mission:

*Educating and empowering members to provide healthy meals
to Maine Children in pursuit of lifelong wellness.*

Notice is hereby given of the Maine School Nutrition Association Board meeting to be held on Friday, November 3, 2017 at 10:00 AM at the Maine General Medical Center, Augusta, ME.

Call to Order: Jeanne Riley Time: 10:02 AM

Roll Call: Walter Beesley (x) Judith Campbell (x) Mary Emerson (x) Tina Fabian (x) Darlene French (x)
Lynn Gnade (x) Alison Marceau (x) Laura Pineo (x) Jeanne Reilly (x) Dave Roberts (x) Alisa Roman (x)
Stephanie Salley (x) Martha Spencer (x) Maureen Thompson (x)

Thought for the Day: "Thank Goodness this week is over!" "Let there be light!"

Adjustments to Agenda:

Changed the meeting time from 10 PM to 10 AM

Discussion Items:

- Communications/Correspondence – Email letter from Ron Adams, He resigned from the board due to business constraints with his business ventures.
- Letter from SNA about position paper. Please make sure you fill out the survey that has been emailed to all members.
- Legislation:

Action Items:

➤ Secretary's Report

Action: Approve Minutes of August 7, 2017.

Motion: Judy Campbell

Second: Martha Spencer

Vote: Passed - unanimous

➤ Treasurer's Report

Action: Approve Treasurer's Report

Motion: Darlene French

Second: Tina Fabian

Comments: Made a good amount of money on summer conference. Comment regarding the venue, "YOU GET WHAT YOU PAY FOR". Not going back there (Augusta Civic Center) in 2018 but is open for discussion for 2019 summer conference. People liked having the classrooms close together. Staff liked the rooms. Vendors liked having the extra room for the industry show, there was more space and SNP people were taking the time to engage with the vendors.

Vote: Passed - unanimous

Committee Reports - see below

- ❖ Culinary Concepts
- ❖ Education Committee- Conference Update, logistics for January Conference
- ❖ Industry Committee-. Conference Update,
- ❖ Finance Committee-
- ❖ Treasurer's Report -
- ❖ Legislative Committee-
- ❖ Conference and meetings-
- ❖ Nomination Committee-
- ❖ Program Committee-
- ❖ Mary Emerson re: The Maine Light -

Communications Committee:

Mary is working in getting the Maine Light together. Walter will provide information on staff changes with bios for the next edition. Mary is also looking for updates for the January conference. Any other ideas to make the magazine, need a board of director list (we worked on this during the meeting). Contacting vendors for ads.

Website: Jeanne explained what happened to the website. Web hosting fees went unpaid because, no idea where the invoice went to. Someone grabbed the domain and tried to sell it back to us, we purchased a new domain name instead. Holly Works is help us restore some but not all of our information. She charged us \$600.00

Our new email address is: maineschoolnutrition@gmail.com

Jeanne has a proposal for a digital presence from Ingenious Culinary Concepts cost is \$4500 to create a website. Then charge a monthly fee of \$200.00. Jeanne thinks there is wiggle room in that fee. They are currently accepting new clients.

Alisa Roman also has a contact for a digital presence. Their price was approx. \$6000. No monthly fee but they do charge a fee in 15 minute increments. \$75.00 per hour. They are not accepting new clients until fall of 2017.

Action Item:

Website creation purchase

Motion for Jeanne and Alisa to meet with Culinary Concepts and enter into a contract to build the MSNA website. Spending no more than \$6000. As budgeted this fiscal year.

Motion: Laura Pineo Second: Martha Spencer

Vote: Passed - Unanimous

Education Committee:

Has had 2 planning meetings. Katie Wilson is key note speaker for the Winter Conference. Initial meeting has been held with Marriott pretty much same as last year. Same rooms for meetings and breakout sessions. Food show in same place as last year. Room rate is \$109. Paint night may have to move until 6 pm.

Industry Committee: Contract for January is going out this weekend. 3 vendors have not paid for summer 2017 Conference. Pepsi is now current. Ellen is dropping off checks to Dottie Alison M. suggests that we add an additional fee to vendor fees if they are not a sustaining member. Sustaining membership is currently \$200. Contract should include all fees and information before being sent. We will be revisiting all contract information to be ready for summer conference.

Ad hoc Committee: Ellen, Tina, Laura, Alison M. No date set for a meeting at this time.

Legislative Committee: 1534 is a local bill carryover from last session. Talks about food waste. This bill is not a DOE actionable item.
National level. Call to action about Bill H38. To receive automatic .06 in PAL monies for each reimbursable breakfast served

Conference Committee:
Bangor for Summer Conference 2018

Finance Committee: Will meet to review the past years books. This is an ad hoc committee

Nomination Committee: is also an Ad hoc Committee.

Ad hoc committee: to review and define job descriptions for committees.

Ellen, Stephanie, Martha, David, Judy and Jeannie first meeting: December 8th @ 9:30 am

Old Business:

Report from Ad Hoc Committee on registration fees for conference presenters who are attendees. Set a meeting. Jeannie, Martha, Darlene, Tina, Judy and Dottie. Will meet on Thursday, Nov 16th 10 am via conference call.

- ❖ New Industry representation to our board – Allison Marceau from General Mills in this new role.
- ❖ Review Plan of Action – delayed this review until 2018 meeting.

Annual conference – August 2018- update & decisions about pre-con sessions or no pre-con sessions, potential brainstorming about possible sessions. Dates have been chosen for conference as, August 7 and 8, 2018. Preconference sessions provide a large amount of income. These sessions would be held on the 6th

New Business:

- ❖ New board members –
 - Katherine Decara – MSAD 75
 - Jodi Truman – MSAD 17
 - Amy Manning – RSU 14
 - Samantha Gasbarro – RSU 14
- Four new members. Need to get the descriptions of the committees updated.

Action item: Purchasing a "Square" (electronic device to accept payments) and to open a separate bank account for said "square."

For registration purposes. Set up a separate bank account with \$200. In the account to protect other funds. Judy wants to have a separate bank for this account

Motion: Stephanie Salley Second: Dave Roberts

Vote: Passed – unanimous

North East Regional Conference: Need to plan now for Northeast Regional Conference now for 2018. We are hosting. Judy and Martha have been looking at venues. Needs to be close to an airport, 50 – 75 people, would like to be near places of interest. Looking at places in the Old Port. Possibly a date in early November 9 and 10, 2018.

Membership Awards – now open for nominations for Of the year.

Reach out to vendors for key note sponsorship or entertainment sponsorship

Ad hoc committee for standing committee updates and term limits

Membership – Judy now has access to the membership rosters, she is making contact with those that have let their membership lapse.

All MSNA information should be on the google drive. Ellen has lots of information that should be on the google drive

Motion to adjourn: Jeanne Riley Second Martha Spencer @ 1:55 pm