

**Idaho School Nutrition Association**

**Board Meeting**

**Meridian, ID**

**March 13, 2015**

1. President Bobbie Coleman called the meeting to order at 10:12am.
2. **THOUGHT OF THE DAY:** Kathy Rowbury “Four Traits of Successful Executives”
3. **SECRETARY ROLL CALL:** 17 members present, 5 members absent
4. **APPROVAL OF MINUTES:** A motion was made to approve the minutes as written by Debbie Timm, seconded by Kim Johnson, and approved.
5. **TREASURER’S REPORT:** Anji Bauman presented the financials including a new balance of \$10,990.73 and total expenses of \$17,769.97. Operations costs include the recent annual payment of our liability insurance.
  - A. **Discussion:** It was noted that the NLC costs listed are initially higher than they will be as Debbie Timm’s registration and travel costs will be reimbursed due to her national committee position.
  - B. Carleen Pratt moved to approve the report, seconded by Judy Loughmiller, and approved.
6. **EXECUTIVE ASSISTANT REPORT:** Lisa Ward presented the results of the ISNA elections.
  - A. **Results:**
    - 1) Vice President = Peggy Bodnar
    - 2) Treasurer = Chimene Benson
    - 3) Area 1 Rep = Carleen Pratt
    - 4) Area 3 Rep = Shirley Self
    - 5) Area 7 Rep = Rose Lee Evans
  - B. Debbie Timm moved to accept ballot results, seconded by Judy Loughmiller, and approved.
  - C. Judy Loughmiller moved to destroy the ballots, seconded by Anji Baughman, and approved.
  - D. Discussion: The board discussed the voting process for future elections to improve the process. The board would like to research how to improve anonymity, provide online voting options (Google Docs, Survey Monkey, etc.), possibly include voting at conferences, etc. Debbie Timm and Peggy Bodnar volunteered to research how state level voting occurs in other states. They will network at the NLC and report back to the board before the mini conferences.
7. **LAC – LEGISLATIVE CHAIR REPORT:** Judy Loughmiller noted that she, Bobbie Coleman, Kathy Rowbury, Debbie Timm, Colleen Fillmore, the Conagra Rep, Simplot Rep, and a parent rep attended the conference in Washington DC.
  - A. They were able to speak with aides and congressmen about maintaining the current sodium level restrictions, granting individual SFAs the authority to decide whether

- students are required to take a fruit or vegetable, and restoring the initial requirement that at least half of grains offered be whole grain rich.
- B. Colleen Fillmore noted that there were good presentations given at the conference such as one presentation which related sodium restriction levels to current research data.
  - C. Judy noted that the “Little Big Fact Book” is now available at [www.schoolnutrition.org/bookstore](http://www.schoolnutrition.org/bookstore).
8. **LEADERSHIP CONFERENCE UPDATE:** Kathy Rowbury reported that the conference will occur in San Diego in April. Four ISNA board members will attend. Kathy will be attending a preconference session on “Preparing for your Presidency”.
  9. **CERTIFICATION CHAIR REPORT:** Peggy Bodnar reported that there are 13 more ISNA members that have become certified from last year. There is a simplified process for taking the Nutrition 101 course which is now available on video. She will be trying this with her staff in March, April, and May. With the new professional standards coming into place, we really need to promote the certification option. We should alert directors to these training opportunities.
  10. **ART CONTEST WINNERS:** Debbie Timm shared the results of this year’s contest. Copies of the winning artwork will be sent to each of the mini conferences for display as well as posted on the ISNA website. The originals will be sent back with the area reps. Winners will receive their prize checks. She noted that the timeline which started with the presentation of the contest in October and ending with a December deadline (before winter break) was a success.
  11. **IDAHO LEGISLATURE DISCUSSION:**
    - A. Anji Bauman reported that she recently attended a Farm to School meeting and got the chance to network with some farmers. Many of the farmers were surprised to find out how involved the school nutrition program is. She noted that we need to be more involved in educating about school nutrition. We need to market what we do better. We should start with identifying our communication points and develop talking points to convey this message. We need to work closely with farmers, legislators, and the community. We must market ourselves to our community and to parents.
    - B. **Going forward:** We will need to form a committee as well as network with other states to see what they are doing (Leadership Conference).
  12. **Membership Chair Report:** Heather Plain has officially resigned from the membership chair position. The executive board had discussed that for the future, the membership and certification positions will be combined. The Leadership Conference attendees will research how other states are functioning in this area and report back to the board.
  13. **Communication Chair Report:** Kathy Rowbury reported in Cheryl Stewart’s absence.
    - A. The newsletter was mailed out to all members on February 8<sup>th</sup>. If there were any members who did not receive a copy, they can get their address information to Cheryl and she will send one to them. She received the information for the Spud

Magazine from Jennifer Kennedy, however, most of the information was outdated. Cheryl purposes that ISNA runs the magazine in the fall each year as it would allow for new information from the National Convention as well as state and local conferences. Cheryl would like information from each area representative concerning each chapter's activities, pictures, news, as well as information on employees who are retiring.

- B. The board discussed the possibility of changing to a quarterly (or 3 times per year) newsletter rather than one large magazine. Vendors would still be represented. Topics for each newsletter could be planned for the whole year.
  - 1) Newsletters could be offered electronically via email or posted on the ISNA website. If paper mailing is continued, it would be good to look into setting up a bulk mailing system as it would pay for itself.
  - 2) It would be nice to add whether members would prefer electronic versus paper communication to the SNA member renewal process.
  - 3) Signup sheets should be available at the mini-conferences for attendees to sign up for electronic updates and newsletters.

#### **14. Nutrition Education Report:**

- A. Jean Zaske reported that the state agency is planning on participating in all 3 of the ISNA mini-conferences. They plan on providing a state agency update and present awards at a general session, provide several breakout sessions and have a booth in the vendor show.
- B. Two sessions of the Financial Management class have been scheduled in Boise.
- C. The state agency is in the planning stage of upgrading their training administration system. There will be many helpful features to help with training registration and tracking.
- D. The final rule for Professional Standards has been published and goes into effect on July 1, 2015.

#### **15. SDE Supervisor Report:**

- A. Colleen Fillmore reported that SNA is coming out with a tracking feature on their site for employees to track their continuing education.
- B. There is almost one million dollars available in Direct Certification grant money. Only five districts applied and were awarded money towards new computer equipment for their programs. Word needs to be spread regarding the availability of these funds. The application process is very easy.
- C. Equipment grants are also available.
- D. There is a Code of Conduct policy template available from the state (i.e. regarding acceptance of gifts).

#### **16. Industry Rep Reports:**

- A. Laurie McCluskey: none
- B. Brian Starr: Simplot technomics shows school lunch programs declining 1.9 million. Data is showing a trend of secondary students returning to the program, possibly

due to CEP programs. The current challenge for the industry is finding how to provide products that fit the many different regulations. K-12 sales represents a percentage somewhere in the low teens of the overall business.

**17. Idaho Dairy Council Report:**

- A. Pohley Richey encouraged everyone to sign up for their email newsletters.
- B. She reported that Dayle Hayes (“School Meals that Rock”) toured the Bonneville School District and West Ada District schools. She gave a presentation and featured Idaho schools that rock. Info from Dayle was given that would be helpful for newsletters or talking points.
- C. The Dairy Council grant calendar was explained.
- D. Pohley noted that there are currently 515 dairy farms in Idaho. Idaho vacillates between 3<sup>rd</sup> and 4<sup>th</sup> in overall milk production for the United States each year.
- E. Fuel Up to Play 60: There are 101 Idaho schools who have received grant money through this program. Schools can receive up to \$4,000 per year. Programing revolves around exercise and healthy eating which is impactful and sustainable. This program is striving to be the premier health and wellness program in Idaho schools. The program is researching the possibility of moving more to a district wide grant program rather than “per school” approach.

**18. Vendor Chair Report:**

- A. Judy Loughmiller reported that applications/registrations are starting to come in for mini conference vendors. Deadline for applications is the first of April.
- B. Hotels (approximately 10) will need to be set up at each mini conference location for vendors and Judy.
- C. Name tags will designate program directors at the conferences.
- D. Adequate power available in the vendor area needs to be confirmed. Piping and draping is not necessary at the mini conferences but table clothes would be nice. Runners need to be available at each site to assist vendors back and forth to the kitchen as needed.

**19. Area Rep Reports:**

- A. Area One: Carleen Pratt reported the activities of the Evergreen, Panhandle and Emerald Valley Chapters.
- B. Area Two: Carmen Griffith reported that there is one active chapter in her area but that she has seen new interest and activity in zones that have been inactive.
- C. Area Three: Kellie Campbell reported that there is only one chapter in her area that she has received feedback from.
- D. Area Four: Kim Johnson reported on the activities of the Boise chapter.
- E. Area Six: Carolyn Sullivan was absent
- F. Area Seven: Rose Lee Evans was absent
- G. Area Eight: Lisa Ward reported the service project, fundraising, and professional development activities within her area.

**20. Mini Conference Updates:**

- A. Eastern: Conference date is May 2, 2015 in Idaho Falls.
- B. Western: Conference is June 11-12, 2015 in Payette. The “farm to school” training portion is yet to be finalized.
- C. Northern: Conference is June 23-24, 2015 in Sandpoint.

**21. Future Conferences:**

- A. June 20-23, 2016
- B. June 19-23, 2017
- C. Mini Conferences in 2019. Contract info for future conferences will be passed to the secretary to be saved for future presidents involved in the planning process.

**22. Scheduling of the next meeting:** October 8-9, 2015 at the Idaho Dairy Council office.

**23. Meeting Adjourned:** so moved by Anji Baumann and 2<sup>nd</sup> by Kellie Campbell