

Idaho School Nutrition Association
Board Meeting
Boise, ID
March 11, 2016

1. President Kathy Rowbury called the meeting to order at 10:05am.
2. **THOUGHT OF THE DAY:** Bobbie Coleman
3. **WELCOME NEW MEMBERS:** Margie Mazzucchi – Area 6 Rep completing term of Carolyn Sullivan
4. **SECRETARY ROLE CALL:** 21 members present, 3 members absent
5. **TREASURER’S REPORT AND ANNUAL BUDGET REPORT:** Chimene Benson reported that the ISNA March balance is \$18,234.76. Peggy moved to request that detailed financial reports for review be sent out to the board a week before future meetings. Carmen moved to approve the current financial reports, seconded by Bobbie Coleman, and unanimously approved without additional discussion.
6. **APPROVAL OF MINUTES:** Judy Loughmiller moved to accept the minutes for the December 1st Webex meeting as well as the October 9, 2016 board meeting minutes. The motion was seconded by Peggy Bodnar and the minutes were unanimously approved as written.
7. **AREA REPRESENTATIVE REPORTS:** Reports were submitted via email for board viewing before the meeting. The various chapters around the state reported some fundraising activity and professional development training. Many chapters are struggling with active members and are thus fairly dormant. Peggy moved to approve the reports as well as to add a mega issue discussion to our next meeting regarding SNA interest. Carleen seconded the motion and the group approved.
8. **ISNA ELECTION/RESULTS:** Bobbie Coleman reported that the ISNA election process was a success. She emailed out the link for the voting process to 400-500 members. There were many non-deliverable email addresses. 86 votes came in via this system which is comparable to using the standard mail ballot process without the added postage costs. She will notify all candidates of the results before posting the winners on the ISNA website. Results of the election are Teresa Bettleyon for vice president, Becky Elmore

for Secretary, Carmen Griffith for Area 2 representative, Barbara Bumgardner for Area 4 representative, Margie Mazzucchi for Area 6 representative, and Heather Plain for Area 8 representative. Judy Loughmiller moved to approve the officer election, Peggy Bodnar seconded and the results were unanimously approved. Discussion ensued regarding future voting processes for area reps as well as the timeline for electronic ballot deletion. The board approved a decision to suspend the deletion of electronic ballots until 30 days after the official announcement of the election results have been made.

9. ART CONTEST UPDATE/RESULTS: Peggy Bodnar reported that the NSLW themed event was a success with over 800 submissions from Idaho students. The winners' artwork were framed and returned with their checks. Winning art was also posted on the ISNA website. It was discussed that for future events it would be great to have the area rep assist with getting winners acknowledged at their schools (school event, newsletter, website, etc.). We may also look at changing the rules to allow for a winner at every grade rather than just the elementary, middle and high school levels.

10. MEMBERSHIP /CERTIFICATION CHAIR REPORT: Kellie Campbell reported that there are 985 active members, 7 new members, and 13 expired memberships. She reached out to the directors of the employees with expired memberships, some of which were due to retirements. There are 46 Star Club members. She also confirmed that professional development trainings can be given in 15 minute increments as long as the full hour worth of training all falls within the same key area.

11. LEGISLATIVE CHAIR/VENDOR CHAIR REPORT: Judy Loughmiller reported that the LAC conference was very successful for the Idaho group. They were able to meet on the Hill with Senators Risch and Crapo. Congressman Labrador was not available but they met with his aide. Congressman Simpson was also unavailable. Judy also reported on the status of the vendor registrations for this summer's state conference. The registrations are nearly ready for final approval and will be sent out soon. Per Group discussion, it was decided that vendor booth pricing will stay the same for this year but we will also add specific sponsor donation options for conference events. Treasurer Chimene Benson will research electronic vendor payment options for future conferences.

12. COMMUNICATION CHAIR REPORT: Cheryl Stewart reported that due to illness, the newsletter is not out yet but will be ready to send to the printer within the next couple of weeks. She would like to add some information on the state conference.

13. ANNUAL CONFERENCE UPDATE: Teresa Bettleyon reported that the scheduling process is going well. The SDE will be providing preconference training classes which include a Smarter Lunchroom training (Dairy Council will provide lunch for this class) as well as Nutrition 101. The NFSMI will have a trainer present to offer the core training on Food Safety (members can sign up for this class through the SDE). All of these 8 hour classes are offered at the same time on Tuesday, June 21st and therefore only one class can be taken. A representative from the SNA will be present at the conference and can present on a number of different topics we can choose from (i.e. understanding the professional development regulations). Leah Clark will also be available for farm to school trainings. The group discussed the general timeline for conference events (general sessions, breakout classes, luncheons, possible tour of the Idaho Capitol building, farm tours, etc.) The SDE may also offer the mandatory NSLP training on Monday before the conference as well as the four hour mandatory at risk meals CACFP training on Friday. Conference assistance for the silent auction will be provided by Area 8, goodie bag assistance by Areas 3 and 4, and Decoration help by Area 6 and 7.

14. NUTRITION EDUCATION: Jean Zaske reported that the “Procurement in the 21st Century” classes have been given twice with good feedback. It will be offered April 28-29th in Coeur d’Alene. She encouraged getting the word out as minimum class size has not been met yet. Registration is \$60 and can be done on the SDE site. Various Team Nutrition classes have been offered around the state. The state agency will be offering trainings at the ISNA state conference in June. The new online training management system is still under construction but should be complete by May/June. Brenda is working on a new 3 year Team Nutrition grant which will focus on the Child and Adult Care Food Program. The Legume cookbook is set to be complete in September of 2016. Equipment grant info will be available soon.

15. INDUSTRY REP REPORTS: Laurie McLuskey of Northwest Distributors noted that she will assist with vendor planning for the state conference. She commented that for future conferences it would be a great idea to highlight breakout sessions that would be helpful for vendors to attend so as to expand their knowledge of school food service program regs and practices. Brian Starr of Simplot was unable to attend the meeting.

16. STATE DEPARTMENT OF EDUCATION: Colleen Fillmore reported that the Idaho SNA representation did a great job at LAC in Washington DC. She reiterated that the Team Nutrition grants will be focusing on child care programs more as they have new regulations coming out later this spring and will thus need more assistance and attention. She discussed direct certification qualifications. The FFVP grants for the 2016-2017 school year will be coming out soon. She reported that there have been

some staffing changes at the state department but that her team is doing a fantastic job.

17. IDAHO DAIRY COUNCIL: Jaclyn St. John presented the monthly equipment grant calendar. She requested feedback regarding ideas on other equipment needed around the state. She reported that the Fuel Up to Play 60 applications for the 2016-2017 school year are being accepted now through June 30th. These grants go up to \$5,000 in total value. The deadline for Action for Healthy Kids grant applications for the 2016-2017 school year is April 1st. The School Breakfast grants assist in the expansion of school breakfast programs and offer \$500-\$5,000. The Game On grants offer \$500-\$2,500 towards physical activity/nutrition initiatives.

18. FUTURE 2015/2016 CONFERENCE UPDATES:

- A. National Leadership Conference: Minneapolis, MN April 21-23, 2016
- B. Annual National Conference: San Antonio, Texas, July 10-13, 2016

19. MEGA ISSUE DISCUSSION:

- A. Mini Conferences vs. State Conferences: The group continued the tabled discussion from the October meeting regarding the feasibility of continuing minis as the time and travel cost constraints on industry and SDE employees is difficult. Colleen Fillmore noted that if mini conferences continue, the state agency would likely opt to offer trainings in the Boise area rather than travel to the various mini locations. Additional information regarding the needs and preferences of ISNA members as well as vendors will need to be gathered. The topic will be readdressed at future board meetings pending more data.
- B. Plan of Action: Kathy Rowbury provided the board a copy of the Plan of Action. The group will discuss it in greater detail in a Webex meeting in May.
- C. Governance Structure: The ISNA has opted to keep the Vice President position with the addition of some responsibilities which will be mapped out with more detail as job descriptions are updated.
- D. Webex Meetings: The board agreed that the Webex remote meetings are helpful and wish to continue them. Per discussion, the board will continue with monthly Webex meetings on the first Thursday of each month from 3:30-4:30 pm (MT). Each meeting will involve the discussion of one major topic in hopes that discussion and finalization of plans can occur within the constraints of the meeting time. April's meeting topic will be to review proposed Bylaw changes. May's topic will be to review the Plan of Action.
- E. Annual Conferences: The 2017 conference will occur in Boise. We'll need to gather the specs for what facility requirements we have for conferences (space, kitchen, vendor needs, etc.). The 2019 conference will occur in Coeur d'Alene (June 22-28). The 2018 conference would be minis around the state. Planning for 2018 will

depend on the outcome of whether we will continue with the mini conference format.

20. SCHEDULE NEXT BOARD MEETING: The meetings will be October 13 & 14th, 2016. The location and overall schedule which includes training time will remain the same.

21. ADJOURN: Carmen Griffith made a motion to adjourn, Margie Mazzucchi seconded and the motion passed.