

Idaho School Nutrition Association
Board Meeting
Boise, ID
October 9, 2015

1. President Kathy Rowbury called the meeting to order at 10:00am.
2. **THOUGHT OF THE DAY:** Judy Loughmiller
3. **SECRETARY ROLE CALL:** 18 members present, 4 members absent
4. **TREASURER'S REPORT AND ANNUAL BUDGET REPORT:** Chimene Benson reported that the ISNA October balance is \$29,683.00. Judy Loughmiller moved to approve the report which was seconded by Carleen Pratt and approved. The approval of the 2015-2016 ISNA Budget was tabled as moved by Peggy Bodnar and seconded by Judy Loughmiller for approval from the board via email pending some adjustments needed to reflect a state conference rather than mini conferences. Adjusted data will be sent out via email by 10/23/15 to the board and will be open for comment for 1 week before final approval by the board by 10/30/15.
5. **AREA REPRESENTATIVE REPORTS:** Reports were submitted via email for board viewing before the meeting.
 - A. **AREA ONE:** Carleen Pratt reported that most chapters have not been very active as of yet due to the hectic nature of the beginning of the school year. She has received a lot of questions regarding the new Professional Development regulations and notes there has been some confusion and concern about compliance. She would like to reevaluate the length of time provided for future mini conferences (i.e. one day only).
 - B. **AREA TWO:** Carmen Griffith reported that some of the chapters are experiencing some loss of leadership due to the retirement of members. She is working with them to try to generate interest in potential new leaders. Questions have arisen as to how they will continue to operate if no new members join the chapters. She has observed that district owned SNA memberships seem to work well.
 - C. **AREA THREE:** Shirli Self reported the successes of the Payette mini conference in June. She reported on special events and fundraisers occurring in her area.
 - D. **AREA FOUR:** Kim Johnson reported that area chapters are meeting regularly. There is some chapter restructuring occurring to better meet their needs. She

noted that the Nampa chapter has voiced that they would like to become more active again; she will meet with them to give them support.

- E. **AREA SIX:** Carolyn Sullivan has submitted her letter of resignation for the Area 6 position. The board will be researching a replacement. This position is up for reelection next year.
- F. **AREA EIGHT:** Lisa Ward noted in her report that there is activity happening in her area's various chapters. There is some membership growth occurring, regular chapter meetings are taking place, and new leadership is emerging.

6. **MEMBERSHIP CHAIR REPORT:** Kellie Campbell will run the updated ISNA membership report. For the future, we will include the following in the membership report: number of certified members, number of new members, and number of expired members...all split into areas. Becky will help her gather the most updated info from the SNA website and send it out to the board within the next two weeks. Area reps will use this information to make contact with chapters and encourage them to have their members update their personal info on the SNA website. We can then rerun the reports in another two months.
7. **LEGISLATIVE CHAIR/VENDOR CHAIR REPORT:** Judy Loughmiller noted that the Legislative Action Conference will be held February 28-March 1, 2016 in Washington D.C. She is also working to improve communication with legislators at the state level. She reported that the mini conferences were a success and booth revenue equaled \$21,800.
8. **ART CONTEST UPDATE:** Peggy Bodnar reported that all Idaho directors received info on this year's contest via email. The contest art theme reflects this year's National School Lunch Week theme and thus we might be able to participate at a national level with our entries. Becky will send out the info via email to the area reps and we can look into adding some info on the ISNA website as well.
9. **OPEN BOARD POSITION:** The Area 6 position is open as Carolyn Sullivan has recently submitted her resignation. Input is needed for possible names of replacements. This position is up for reelection this next year.
10. **NUTRITION EDUCATION:**
 - A. Jean Zaske of the state department noted several training opportunities throughout the state over the next several months including: "Procurement in the 21st Century", "Financial Management for School Nutrition Directors", "Kitchen Math Series – Mini Class: Weights and Measures", "Great Whole Grains", "Fabulous Fruits and Vegetables", and "Culinary Knife Skills". All of their trainings will be assigned the appropriate professional standard designations. They will also be participating in the June ISNA state conference. It was reported that they are developing a new

training management system to assist participants in registering for trainings and pay for classes.

- B. Jennifer Butler of the state department reported on the activities related to the Team Nutrition grants. Printed resources were created with 2013 TN grant money and will be distributed to Idaho schools. 2014 Team Nutrition grant money will be helping to fund online trainings for child nutrition professionals in summer of 2016, the “Idaho Legumes in Idaho Schools Team Nutrition Project”, as well as to fund wellness grants. Idaho was also awarded the 2015 Team Nutrition grant which will assist in the development of a 21-day cycle menu toolkit and accompanying training as well as to increase the knowledge and promoting the use of behavioral economics as it relates to school meal participation and healthier food selection.

11. COMMUNICATION CHAIR REPORT: Cheryl Stewart reported that the recent newsletter cost was better than expected. Frequency of sending newsletters was discussed (possibly twice per year) and we will also be researching electronic newsletter options. An additional option which might be more cost effective is sending batches of newsletters to districts for dispersal. The traditional mail option will be used this next edition with the intention of changing over to an electronic version for the future. The next edition will be sent out in early December and will include info from Area Rep reports.

12. INDUSTRY REP REPORTS:

- A. Laurie McLuskey of Northwest Distributors noted that she will participate in the mega issue discussion portion of the meeting regarding vendor participation at mini conferences.
- B. Brian Starr of Simplot was not present.
- C. Pohley Richey of the Idaho Dairy Council reported that they are bringing in Dayle Hayes to the Boise area for National School Lunch Week to discuss promoting your program and how to handle negativity. They will also be working with local groups (i.e. medical industry people, parent groups, city government, etc.) to educate about how school meals are healthy. A template will be made available for use in other areas of the state. It was discussed that we might want to look at adding a section on our ISNA website where we could highlight the good things Idaho school meal programs do. She noted that they are continuing to promote the Fuel Up to Play 60 grant program. A recent flyer has gone out regarding the monthly equipment grants. The Idaho Dairy Council is looking at trying to help school stores become compliant with the Smart Snack regulations. Pohley also voiced that they would like to help with the ISNA state conference by bringing in an RD who is also a farmer as a speaker.

13. STATE DEPARTMENT OF EDUCATION: Colleen Fillmore discussed that many Idaho school districts have not completed their first upload with direct certification; this needs to be done. Direct Certification grant money for computer hardware will be coming out soon. She noted that they are experiencing staff changes within the department such as the upcoming retirement of Dennis McNees in January of 2016. He will be replaced by Brian Elwood. Diane Esplin will also be leaving the department in January; her position will be posted later this month. Jennifer Butler will be repositioned as an NSLP member thus a Team Nutrition member position will be rehired. The state department is proud to announce that Idaho was again awarded the 2015 Team Nutrition grant. Colleen noted that all state department program reviews scheduled for this year can be found in MYIDAHO CNP under “compliance”. In regards to Professional Standards, districts need to keep track of all professional development. Various tools are available (i.e. Excel spreadsheets, FNS, SNA, etc.). She relayed Angela Kraft’s thanks for a successful SFSP 2015. Lastly, she reported that wellness grant money is available; information is available by calling their office.

14. GITTA GREYHER-SWEENEY: Requests for input for committee days/USDA requests. Requests have been made regarding USDA recipe resizing and adjustments to accommodate food allergies. A request has also been made to increase funding for education on the new federal regulations.

15. FUTURE 2015/2016 CONFERENCE UPDATES:

- A. Legislative Action Conference: Washington D.C., February 28-March 1, 2016
- B. National Leadership Conference: Baltimore, Maryland, April 20-23, 2016
- C. Annual National Conference: San Antonio, Texas, July 10-13, 2016

16. MEGA ISSUE DISCUSSION:

- A. Mini Conferences vs. State Conferences: a group discussion ensued regarding the logistics of mini conferences for industry vendors as the requirement to attend 3 different conferences puts a strain on their time and travel costs. The board will continue to discuss and research ways to cover revenue losses of switching away from minis. Pros and cons will be evaluated in the decision making process. Carleen Pratt moved to table the discussion pending more investigation which was seconded by Peggy Bodnar. The topic will be readdressed at the spring board meeting.
- B. Hotel Locations: We are locked in to our hotel locations for the 2016 and 2018 conferences; however we should use a bid process to secure the best deals for conference locations in the future.
- C. Bylaws – Articles VI and VII SDE PO Box: It was noted in the bylaws that a PO Box at the State Department was listed for any ISNA mail. Colleen Fillmore noted that they have never received any correspondence but that it is ok to continue listing it in the document.

- D. Voting: the group discussed the concept of the ISNA state leadership voting process. Should the process shift to an electronic ballot which could be submitted via email? Peggy Bodnar has been working on creating a voting document which would be emailed to ISNA members. The process could ensure that each member only submits one vote and data would be easily sortable and compiled. There are different options available such as Google Docs and Survey Monkey. Kim Johnson moved to go forward with on-line voting, seconded by Kellie Campbell and approved by the board. The nomination process can begin now and can be sent to Bobbie Coleman.
 - E. Governance Structure: The SNA national board has recently changed its structure so that the president position is now a two year obligation rather than three. We now at the state level have a year to look at whether we want to follow suit. This will be readdressed at the March board meeting.
 - F. Plan of Action: Copies of the State Plan of Action Worksheet were dispersed to the group which shows the initial brainstorming of ISNA goals and objectives for the 2015-2016 year. The board was asked to review this and communicate any input to Kathy Rowbury.
 - G. Best time for conferences: The group discussed the different options for days of the week to hold conferences. The 2016 state conference dates are already set. We may be able to make future changes (i.e. Preconference workshops on a Tuesday with the conference days following on Wednesday, Thursday and Friday).
 - H. Web X Meetings: The group discussed the possibility of including internet meetings to our yearly schedule. Options we could utilize would include “Go to Meeting” or “WebX”. Peggy Bodnar moved that we do 1-2 web meetings before March to test the concept. Judy Loughmiller seconded the motion and the group approved.
- 17. SCHEDULE NEXT BOARD MEETING:** The meetings will be March 10-11, 2016. The board meeting scheduled for March 11th will be at 9:30am at the Dairy Council office.
- 18. ADJOURN:** Kellie Campbell made a motion to adjourn, Judy Loughmiller seconded and the motion passed.