



**Board of Directors Meeting
Conference Call
Thursday, February 7, 2019, 1:00 PM-3:45PM
Board of Directors Meeting Minutes**

Presiding: Nicole Melia – President

The meeting was called to order at 1:03 pm followed by the Pledge of Allegiance and hearing the thought of the day provided by Nichole Taylor by Andrew Carnegie. Teamwork is the ability to work together toward a common vision. The ability to direct individual accomplishments toward organizational objectives. It is the fuel that allows common people to attain uncommon results.

Roll call was taken and the following BOD members were present:

Nicole Melia	Pamela Gallagher	Laura Frye	Gerry Giarratana	Caryn Long Earl
Nichole Taylor	Melissa Harding	Kristin Delle	Joyce Weber	Vonda Ramp
Gina Giarratana	Jace Cameron	Karin Marlin	Kelsey Gartner	Todd Holmes
Curtistine Walker	Justin Tech	Allison Kimmel	Angela DeSarro	Chris Dunn

BOD Members Absent: Susan Eichelberger, Randy Walker, Beverly Hendricks, Glenn Eaton and Jennifer Riegle.

A motion was made by Nichole Taylor and seconded by Joyce Weber that the October meeting minutes be approved with the change from \$7,00 to \$7,000 (Secretary/Treasurers' section a). The motion carried.

Curtistine Walker made a motion to adopt the agenda. It was seconded by Gina Giarratana. The motion carried.

Curtistine Walker served as the Parliamentarian and Kelsey Gartner served as the Time Keeper.

PDE Report- Vonda Ramp

Not a lot of information has been flowing on a federal level since the government shut down. Congress can adopt a budget. When this occurs, we will hear it on the news. SNIT was getting information before the state representatives. The public wants details on the final rule.

There is GS1 progress in Primero Edge. GS1 is a national database that includes safety recalls and real time updates of products. Manufacturer must include information in the database.

Work is being done to tweak the DC database to allow for matches to be made more effectively. Currently there is a medium match list.

There are house features on PEARS. The house icon can be accessed on the top left on the page. You will be able to access all the programs that you participate in. There are some firewall issues. This eliminates the problem(s).

National School Breakfast Week – March 4-8, 2019. It's not too late to nominate a breakfast hero.

FRAC - HEAR THE CRUNCH FOR SCHOOL BREAKFAST – MARCH 8, 2019

Pam would like to have pictures from the various districts for their school breakfast weeks for "Happenings".

Report of the President, Nicole Melia

- a. Strategic planning meeting scheduled in Hershey – around Board of Directors meeting scheduled for April 24. Nichole Taylor will be presiding over the meeting.
- b. Monroeville Contract - 2021 SNAPA Conference will be held in the Monroeville Convention Center and Doubletree in Monroeville, PA. A group of board members will meet at the site on February 12, 2019 at 1:00 pm to take a tour of the facilities and have a tasting.
- c. Support of the SNA LEAD Grant – training grant for states -knowledge for school nutrition managers. A letter of support was sent. This would be allocated to training at SNAPA Conference Kalahari.
Other grants – A support letter was requested by Project PA for the Farm to School Program for districts garden programs. There is also a Crops Grant. Specialty Block Grant. Advance application – proposal was advanced. We are waiting on the approval.
- d. Convergence of Childhood Obesity and Hunger: Taking Action Meeting - Nicole, Nichole, Gina and Pam will be attending on February 22, 2019.

Report of the President-Elect, Nichole Taylor

- a. SNIC Update – the conference took place in Austin, TX from January 12-15. The theme of the conference was Strategies, Visions and Growth. Sessions provided information on opportunities to help directors with employee shortages/lack of employment and great ideas (thinking outside of the box) to get students engaged in the school meal programs. It was a great eye-opening conference.

Report of the Vice President, Gina Giarrantana

- a. Discussion of regional meetings and review of survey data – a conference call meeting was held with the Regional Reps to discuss the possibilities of holding regional meetings. Some of the regions are already having regional meetings and some desire to have them. There was a great response from 108 participants in the survey initially. After a reminder was sent out, the total increased to 130 participants. The positive feedback - 89% would send staff to a regional meeting.
43% would send their employees between 10–20 miles to a training meeting
38% would send their employees between 25-75 miles to a training
53% stated that they were interested in having a regional meeting and completed the survey
37% stated that it would depend on the topic and cost and completed the rest of the survey
49% stated that the beginning of August would be a good time to have the meeting
Preferred training topics from highest to lowest score – Meal Components for Lunch, Meal Components for breakfast, Material Data Safety and Civil Rights.
Preferred training topics from highest to lowest – Food Safety, Hands on Culinary Training and Customer Service.

PDA Report- Caryn Earl

- Everyone should have received and email from Nick concerning PA meals and the categories that are open. Pay close attention to the commodities and reserve amounts for DOD.
- 33 ½ cents = per meal rate, ½ cent higher due to the carryover
- Order deadlines are late due to the government shutdown. AG Marketing Service will aid if there is another shut down.
- Sweeps period will include moving of stagnant items.
- Due process this week
- Allocations will be communicated within the next month
- Feedback is appreciated to list the viable products to bring in. Most products are brown boxed instead of allocated. Current products – fresh oranges, flaked ham, apple products, canned kidney beans, bulk pork, bulk potatoes
- Is it possible to get updates ahead of the time that truck deliveries are made?

Treasurer's Report– Curtistine Walker

- a. December SEK report - July 2018-December 2018 – Expenses over actual budget; Conference Income – Sponsors, BOD – Travel expenses, Office Expenses – Computers/Software, Miscellaneous Expense – Bank Fees, Education – Chapter Challenge, national Conferences – ANV Travel and Hotel, SNIC – Registration, NERLC Travel, Conference Expenses – Program and Local Arrangements
Change in Net Assets – July 2018-December 2018 Actual \$143,588.03, 2018-2019 Budget - \$68,832 = Variance - \$74,756.03 (increase)
- b. Budget requests – All are due March 1st.
- c. Report of the finance committee – Proposed Standard Financial Procedures have been created by the sub-committee. Proposed changed to the SOP's and Bylaws have been created for the Finance Committee whose existence and responsibilities aren't clearly referenced in either document. It was suggested that Curtistine contact SNA to see if there is any information that they have for either document on a national level. This will be presented again at the next BOD meeting.

Report of the Executive Director, Pamela Gallagher

- a. Current Project – bi-weekly reports are being sent while working on LAC and the upcoming SNAPA conference.
The link for perspective sponsors on the website is not working properly and is in the process of being corrected.
- b. Request for articles for Happenings- sign up – information is needed for the upcoming Happenings. The deadline is the end of this month/beginning of March. A featured article will be provided by Carol Gilbert. Tidying up will be a topic in the spring magazine as well as operations looked at and a fresh approach to your operations.
- c. Scholarship and Awards update - it's like pulling teeth getting a response from members. The qualifications are difficult to meet, so we are not getting applicants.
- d. A2Z exhibit opened notifications have been sent to all B&I Partners. The program is difficult to operate and update but is working fine. Personify Group owns A to Z and Wild Apricot. A to Z is complicated.
- e. Pam and Randy met with Pam Snyder, Greene County Representative in Harrisburg. She was receptive and supportive and willing to speak to them again.
- f. Pam will be going to Harrisburg to visit representatives with SNAPA water bottles.

Report of Public Policy & Legislation, Randy Walker – had another meeting

LAC Conference Scholarship recipients – Sara Fries Payne, Jace Cameron, Sue Eichelberger, Chris Dunn, Travis Folmar, Megan Schaper, Krista Byler, Jeremy Bergman and Brenda Zeiler.

Conference Chair, Angela DeSarro

- a. Hershey Conference Update – there have been bi-weekly conference call meetings. A sponsorship flyer is or has been created. Refer to pam for sponsorships.
- b. FYI... Prizes/baskets can't contain alcohol. There can be pictures or gift cars, but no actual alcohol.
- c. Bags will be prepared at Donegal school District under the supervision of Kelly Price.

Membership Service & Nominating Committee, Jace Cameron

- a. Update on Nominations - Pam compiled the information that was submitted from the nominees. None of the offices has been contested, all positions are filled. They are:
Mimi Barrios – Vice President, Region 1 Representative – Laura Frye, Region 3 Representative – Randi Mongiello, Region 5 Representative – Karin Marlin, Region 7 Representative – Joyce Weber and Chairperson of Educational and Professional Development – Chris Dunn.
SNA members need to be recruited to make up for the loss. There are 117 SNA members, 67 new SNA members and 48 reinstated members. We are 50 members less as of January 1, 2019. A call is being set

up with Jace, Pam and Laura of SNA to discuss members number discrepancies. Currently Pam uploads the SNA information into SNAPA's database on a regular basis.

It has been suggested that efforts be made to add a new membership type: CACFP memberships from agencies. We can attract these members by adding a complimentary CACFP Training at the conference possibly by advertising through the National CACFP Association. There will need to be discussion concerning the membership structure for this.

Non-Discussion Reports

Nutrition & Education Chair
Communications Chair
Membership Chair
Regional Representatives

Other Business

- **Good of the Order** - A question was asked about past discussion to cut the budget and reduce our presence at LAC. It was pointed out that we currently have enough money in the budget to cover LAC for this year. There was some discussion about going to Harrisburg. This trip would have to be requested/budgeted for when the budget is submitted.
- **Adjournment** – 3:16 pm Motion made by Chris Dunn and seconded by Joyce Weber. The motion carried.

Submitted by Curtistine Walker, SNAPA Secretary/Treasurer

Calendar/Future Meetings

- ~~October 23rd-24th 2018 Strategic Planning and Board Meeting Altoona~~
- ~~November Northeast Regional Leadership Meeting Portland, Maine~~
- ~~January 13th-15th SNA Industry Conference Austin, TX~~
- ~~February 7th, 2019 Board Meeting GO TO Meeting~~
- February 24th-26th- LAC- Washington D.C.
- April 25th, 2019- Board Meeting- Hershey, PA
- May 9th-11th- SNA Leadership Conference- Sarasota, FL