



Board of Directors Meeting
Sunday, July 28, 2019
Hershey Lodge and Convention Center 1:00 PM- 6:00 PM
Board of Directors Meeting Minutes

Presiding: Nichole Taylor – President-elect

The meeting was called to order at 1:17 PM followed by the Pledge of Allegiance and hearing the thought of the day provided by Karin Marlin.

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

Nichole Taylor	Susan Eichelberger	Randi Mongiello	Todd Holmes
Gina Giarratana	Jace Cameron	Kelsey Gartner	Jennifer Riegle
Dimitria Barrios	Chris Dunn	Karin Marlin	Kim Schneider
Curtistine Walker	Gerry Giarratana	Allison Kimmel	Kristan Delle
Nicole Melia	Randy Walker	Justin Tech	Pamela Gallagher

BOD Members Absent: Laura Frye, Beverly Hendricks, Joyce Weber, Caryn Long Earl and Vonda Ramp.

A motion was made by Chris Dunn and seconded by Jace Cameron that the April meeting minutes be approved. The motion carried except for one abstention by Kristan Delle.

A motion was made by Susan Eichelberger and seconded by Jace Cameron to approve the agenda. The motion carried.

Curtistine Walker served as the Parliamentarian and Gerry Giarratana served as the Timekeeper.

Report of the President-elect, Nichole Taylor

1. Welcome special guests;
 - a. Greg Hall- SEK – reviewed the basic functions that SEK performs for SNAPA as far as handling finances, payroll, taxes, and filing forms throughout the years.
 - b. Richard Gaffney, Solicitor – provided Board Orientation; reviewed how the board meets and operates. It was stated that the new officers would not become official until August 1st. It has been established that a quorum would no longer be 10, it will be 12 members. A vote for approval of the minutes to read this way by Jace Cameron and seconded by Justin Tech. The motion carried.
 - c. The current (old) board members were thanked for their service and were complimented on doing a good job.
 - d. Introduction and welcome to new Board members, Dimitra Barrios, Randi Mongiello and Kristan Delle.
 - e. Strategic Plan adoption – A motion was made by Kristan Delle and seconded by Jace Cameron to formally adopt the April 24th plan. The motion carried.
 - f. SNF State Ambassador – a motion was made by Kelsey Gartner and seconded by Allison Kimmel to add the SNF State Ambassadors duties to the Past Presidents duties.
 - g. SNAPA or SNAPa-A motion was made by Curtistine Walker and seconded by Jace Cameron to consistently use SNAPA (all caps) moving forward. The motion carried. The motion was amended by Curtistine Walker and seconded by Chris Dunn that to include that this would begin after the Kalahari conference advertisements (August 7, 2020).

h. Proposed Bylaws Changes Action Items

A motion was made by Jace Cameron and seconded by Kristan Delle that the following changes be made to the Bylaws to comply with SNA;

- a. The membership categories will be changed to the following categories for membership (to be consistent with SNA): school nutrition members, affiliate members and associate members. All other reference to categories shall be removed and replaced with the SNA suggested categories.
2. All SNA membership renewals must be processed through SNA.
3. Quorum- Page 20. Remove any reference to that (10) voting members constitute a quorum and replace the language with the recommended language. This change complies with PA state law and the affiliate agreement with SNA.

The motion carried.

Report of the President-elect, elect, Gina Giarratana

- a. Hershey vs. Spooky Nook - the board viewed a presentation on Spooky Nook (Sports Venue) and a comparison was made of the facility and prices associated with both. A motion was made by Curtistine Walker and seconded by Jace Cameron to have the SNAPA 2022 Conference at Spooky Nook. The motion carried.
- b. Kalahari Update – Kristan Delle reported that the new conference committee had been assigned and the positions of Local Arrangements and the App assignment were combined into one position with a new title.
Conference Chairperson – Kristan Delle
Co-Chairperson – Melissa Froehlich
Exhibits – Jace Cameron
Angela DeSarro – (App and Local Arrangements) – Conference Support Chair
Kelsey Gartner – Registration
Curtistine Walker – Treasurer
B&I Partner – Jennifer Riegle
Program Chairperson- Jessica Oldsey
Pamela Gallagher – Executive Director
- c. Cancellation insurance discussion – The insurance is to cover \$242,000 possible lost revenue. Not sure about 20% rule. Premium will be approximately \$1000 and should be covered in the conference budget.
- d. Social media presence and duties- Included in the strategic plan – Facebook – who will be in charge of liability associated with pictures? This will be discussed later in August at the Executive Director’s SNA meeting. There was also discussion about the opportunity for pictures to be taken and sent to Pam.

Report of the Vice President - elect Dimitra Barrios – no report, newly elected

Secretary/Treasurer’s Report– Curtistine Walker

- a. Budget passed – the budget that was presented at the April meeting passed by board vote on June 3, 2019. 14 yes, 1 no, 1 abstention
- b. Financial update – members of the Finance Committee are assigned to other SNAPA duties will not be on the Finance Committee. The Finance Committee will consist of returning- Todd Holmes, Jace Cameron and Pam Hittinger. New members are Justin Tech and Gerry Giarrantana. The President, Past President, President –elect and Executive Director will be invited to attend all meetings, but will not be responsible for serving on the Finance Committee. The board agreed to these clarifications. It was also stated that the Secretary/ Treasurer should act as a moderator of the Finance Committee.
- c. Financial procedures- proposed changes have been sent to Melissa Froehlich for addition to SNAPA’s SOP’s.

Report of the Pennsylvania Department of Education– information will be shared in a conference session.

Report of the Pennsylvania Department of Agriculture – information will be shared in a conference session.

Report of the Executive Director, Pamela Gallagher

- a. Pam continues to perform her various duties including those at the conference in addition to the Monday Morning publication, Happenings, Ads and Logos.

Public Policy& Legislation, Randy Walker

Randy contacted congressman to meet with and present water bottles and Talking Points materials. Justin Tech visited 2 representatives.

- a. Legislative Update- SNA – no update
- b. Toomey Legislation – 2% milk bill – waiver already
- c. State initiative completed – Issue list – Alternate meals can be served again

Conference Chair, Angela DeSarro

- a. Hershey Conference Update – Angela overall thanked everyone for the opportunity to chair the conference and stated that she learned a lot!

Nutrition & Education Chair, Chris Dunn

- a. Tri-County Chapter Meeting – for the last 7-8 years, their regional meeting has coincided with the conferences, members don't attend the conference and the chapter wants regional meeting reimbursements.
- b. Hollidaysburg Meeting - Most of them are not SNAPA members, because they feel they can't afford the membership fee.

Gerry will be joining Pam and Beverly to attend the chapter meeting to explain memberships this upcoming on Friday. Discussion has been tabled until further notice on the Tri-County and Hollidaysburg situations.

- c. Examples of Quasi Regional Meetings were presented.
- d. Update Chapter Reimbursement Form has been updated.

Non-Discussion Reports

- a) Communications Chair
- b) Membership Chair
- c) Manager-Employee Representative
- d) Regional Representatives
- e) Past President
- f) B&I Partner

Executive Director Performance Review

The Executive Director was asked to leave the room. A job description and evaluation form will be emailed to all board members this week. If you do not receive it, let Nichole or Gina Know. If there are any comments in the comment section, please be specific and provide specific examples. If you don't know or it doesn't apply, please state N/A.

Good of the Order

Jace Cameron was congratulated for becoming a member of the National Nominating Committee.

Food for thought – This year's conference is down 30 vendors. Moving the conference close to ANC could be the reason. We need to look at the 2nd week of August, although districts do start school earlier than before. A questionnaire needs to be sent out to the Business and Industry Partners concerning this matter.

We intent on sharing where we are with the Strategic Plan and provide an update on where we are at future meetings.

Adjournment – Gerri Giarrantana made a motion and Jace Cameron seconded the motion to adjourn the meeting at 6:12 pm.

Calendar/Future Meetings

- **National School Lunch Week** - October 14th-18th
- November 6, 2019 - Board of Directors Meeting – 1:00 PM- Camp Hill, PA
- December 6th-8th 2019 - NERLC- Mystic, CT
- January 12th-14th, 2020 - School Nutrition Industry Conference -Indian Wells, CA
- February 6, 2020- Board of Directors Meeting – Conference Call
- **National School Breakfast Week**- March 2nd-6th, 2020
- March 8th-10th, 2020 – SNA Legislative Action Conference- Washington DC
- April 21, 2020- Strategic Planning Meeting – Kalahari, Mt. Pocono
- April 22, 2020- Board of Directors Meeting – Kalahari, Mt Pocono
- April 30th- May 2nd, 2020- Tempe AZ. National Leadership Conference
- **School Lunch Hero Day** – May 1, 2020
- July 12th-14th, 2020 ANC- Nashville, TN
- August 2nd-August 6th, 2020 SNAPA Annual Conference -Kalahari
- August 3, 2020- 2020-2021 Board of Directors Meeting – Kalahari, Mt Pocono

Note: the Fall Meeting was moved from October to November.



Annual SNAPA Meeting

Wednesday, 31, 2019
Hershey Lodge and Convention Center 1:00 PM- 6:00 PM
Annual Meeting Minutes

There were 127 attendees at the meeting. For voting purposes – the majority is 50% plus 1 = 64+1 = 65.

The meeting began with a review of the year presented by Nicole Melia.

- Over \$2,000 was raised for the SNAPA Foundation.
- A Motion was made by Nichole Taylor and seconded by Nicole Melia to approve the amended SNAPA Bylaws, Article III – Membership. Section A. Classes of Membership - SNA Members, Affiliate, Associate and Business and Industry Partners. All were in favor and the motion carried.
- A motion was made by Ryan Argot and seconded by Chris Dunn that the following information be added to Section C. Dues. SNA Dues = SNA + SNAPA Dues. State Only Dues =SNAPA. All were in favor and the motion carried.
- The Strategic Plan was presented and reviewed with the membership.
- Chris Dunn talked about getting speakers from the Speaker’s Bureau.
- The State Legislature Position Paper was presented and reviewed with the membership.
- Jennifer Jarrett informed the membership that the debt language is still being revised. Direct Certification needs to be run monthly if possible. CEP districts are only required to run once a year.
- Vonda Ramp and her staff were present. Highlights of Vonda’s presentation are the following:
 - a. The permission waiver was approved for the Review Cycle to be 5 years. A memo will be released soon. A new scheduled is being revised and will eventually be released.
 - b. Non-Programs tool – waiver to sell food at or above costs.
 - c. SNAP change – proposed changes could affect CER + or 0 balance. No need to complete paid lunch equity tool.
 - d. Procurement Review – 6 year Cycle.
 - e. There are breakfast mini grants designed to increase participation. Info in pears.gov.
 - f. School code and address field for Direct Certification is 93% as of last year.
 - g. Reauthorization – conversations that it might happen this congressional year.
 - h. Equipment Grant info in August – a different process, e-grants.
 - i. Still watch out for Block Grants.
 - j. Changes are being considered for managing SFSF’s.
 - k. Upcoming regulations – USDA rescinded waivers.
 - l. Final Rule has changes from sodium from Phase I, fluid low fat milk and 50% whole grain.
 - m. Check for update on reducing sodium, DOD Fresh, Taste Testing, Proper Meal Planning, the Burden Study, Healthy Eating Index.
 - n. Plate waste study on 1. Vegetables, 2. Milk
 - o. USDA meal cost study