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**School Nutrition Association of Utah**  
**Board Meeting Minutes**  
**February 21, 2020**  
**Canyons School District Offices**

1. **Call to Order:** Ken Crawford. 12:12 p.m.
2. **Thought of the Day:** Lori Bawden
3. **Pledge of Allegiance:** Tara Scarpino
4. **Roll Call: and Establishment of Quorum:** Karen Seely & Sheri Welch.  
**Members in attendance:** Ken Crawford, Kayleen Anderson, Sebasthian Varas, Genina Walton, Sheri Welsch, Deena Benson, Tara Scarpino, Michelle Martin, Lori Bawden, Monica Height, Karen Seely.  
**Absent Members:** Renee Dalton (excused), Kathy Torok (excused), Jeri Ortez (excused).
5. **Approval of Minutes:** Karen Seely. Ken Crawford sent the minutes for the September 27<sup>th</sup> Board Meeting. Everyone had a chance to go over the minutes and there were to be no changes. Kayleen Anderson motioned to approve the minutes and Lori Bawden seconded the motion. All voted in the affirmative, minutes were approved.
6. **Action Items:**
  - a. SNA Utah Bylaws review and possible approval: Ken Crawford reviewed the suggested changes to the Bylaws issued by SNA. There was a question on article 4 that Ken Crawford is going to get clarification for. The board was in agreement that the rest of the suggested changes would be for the better for our State Bylaws. Ken Crawford motioned to change the bylaws according to the suggestions from National, pending there are no problems found with the clarification of article 4 that Ken will be researching. Deena Benson seconded the motion. All voted in the affirmative for the changes. Sheri Welsch will review the changes in the May 2020 Board Meeting and then the changes will be presented at the annual House of Delegates for final approval.
  - b. SNAU Future Leaders Nomination and approval: It was discussed that Aimee Woolsey is interested in being involved in the SNAU Board and would like to run for Vice President this coming year. Ken Crawford entertained the motion that Aimee Woolsey be the representative for Utah at the Future Leaders Class at the Leadership Conference In Tempe Arizona along with Kayleen Anderson and Renee Dalton with the agreement that she will then run for Vice President of SNAU for the 2020-2021 year. Kayleen Anderson motioned for the action and Sebasthian

Varas seconded the motion. All members present voted in the affirmative and the motion was approved.

**7. Discussion Items:**

- a. National Leadership Conference: Covered above.
- b. Utah PTA Convention discussion: SNAU in the past has attended two conferences. The USBA conference and the PTA conference. Ken has attended the USBA in the past and feels like it was not very beneficial. He feels like the PTA conference was also not very beneficial either after input from other members of the board. It was mentioned that the booths were also very expensive. Sebastian Varas suggested that the only positive for us to be represented at the USBA conference is that Sodexo is always at the conference trying to sell the Business Administrators on a need for a foodservice management company. We would represent that we can do the job much better and for much less than a foodservice management company. He also mentioned that at the PTA conference the booth seems to be a complaint department. He feels that is due to no education about our program. Deena Benson also agreed that their booth that was combined with Utah's against hunger was also a complaint booth. It was decided that it may be worth going just to show the Business Administrators that we want to support them so that they may feel more prone to support us also. It was brought up that in the SNAU Presidents job description it states that the President must attend both of the conferences and man a booth at each of them. Ken Crawford entertained a motion to amend the Policies and Procedures to state that the conferences be optional or to be attended as needed. Monica Height motioned for the change and Genina Walton seconded the motion. The motion was voted on and passed with a unanimous vote. Ken Crawford and Sheri Welsch will research this issue to be sure that the correct procedure has been followed for the change. More info to come at the next board meeting in May.

- 8. Treasurer Report:** Genina Walton reported that the balance in the Checking account as of January 31, 2020 is \$13,988.55. With discussion of the payments made since then brings the balance of the Checking account as of this morning to \$9,536.34 and in the Savings account \$15,661.07. The Cvent fees were discussed again and there are still some fees that are not understood. It was motioned that the treasurer's report be approved by Lori Bawden and Kayleen Anderson seconded the motion. The motion was approved by a unanimous vote. Genina suggested that there be a training done for the Treasurer on quick books. Ken Crawford suggested to Genina to check with her districts foundation and see if they can help. If not he will make arrangements in his office for some training.

- 9. Membership Report:** Kathy Torok: Not attending

- 10. Area, Chapters any update:** Renee Dalton: Not attending

- 11. Summer Conference:** Kayleen Anderson: Not additional information.

- 12. Legislative Action:** Sebastian Vargas: Sebastian has set up three

appointments and there will be two groups. Ken Crawford will be the leader of one group and Sebastian Varas will be the leader of the other group.

**13. Policy/Procedure/Bylaws:** Sheri Welch

Sheri reviewed the requirements for incoming leadership. Incoming members need to have been a member of SNA and SNAU for at least one year immediately preceding their year of service. Sheri will type up all the changes in the Bylaws and will send them to the National for review and those changes will be addressed two more times for approval. Sheri will research to see if both Policy and Procedures and Bylaws both need to be approved by National or just the Bylaws.

**14. Public Relation. Media:** Lori Bawden

- a. Update on Cvent and iSite contract for 1 year then change over. Lori was told that there is no way out of the contract. It was told to her that we entered into a four-year contract and that we were in the last year of the contract and cannot get out. Dalene Coates originally signed the contract. Ken contacted Member Clicks since we had already signed and payed them for their service for this year and cannot go with them due to the contract with Cvent, Member Clicks agreed to put the payment on a new start year with them. Our accounts will show \$10,000.00 over pay for this year but we will not have to pay it next year so it will balance out. Lori has been updating the website and we are very pleased with the changes.

**15. USDA/USBE:** Michelle Martin

Announced Spring Business Meeting to be April 16<sup>th</sup> and the Breakfast Conference to be held in conjunction with the Spring Business Meeting April 15<sup>th</sup> at the Food Bank. Michelle discussed the tax reform and suggested that we relax and not worry about it right now. It may come up again but no worries right now. She discussed House Bill 16, which has changed the wording from “school lunch” to “school meals” which may give more reimbursement for all school meals. Michelle suggested that SFA’s be aware of any tax reform as it has the ability to change the way we receive reimbursement. Michelle also mentioned House Bill 222 or Start Smart Utah. Alternate Breakfast programs. Utah is at the bottom in the Nation for breakfast participation. If the bill is passed 16,000 students will be reached and we may potentially be receiving another \$6,00,0000,00. Alternate Breakfast models will be incorporated if the bill passes. There is an appropriation request in for \$250,000 for grant money to be applied for to supplement the extra cost that is incurred by buying local products. Michelle handed out informational papers on how the legislation and policy making will impact our programs. She strongly suggested that we give our input to FNS. Michelle also mentioned that we are on a waiver for AR reviews to be a 5 year cycle but it is just a waiver and may go back to a 3 year cycle.

16. **Professional Development:** Tara Scarpino: Nothing to address.

17. **Dairy Council:** Deena Benson

18. **Industry:** Monica Hight

Monica is going to be in charge of the Presidents Breakfast at conference. The breakfast will be held at 7:15 a.m. on June 11<sup>th</sup>. It was decided that the House of Delegates would be directly following the breakfast as it worked well last year. Monica would like a list of the newest Chapter Presidents and would like to have them register for the Presidents Breakfast with their conference registration.

**Adjourn-** Ken Crawford entertained a motion to adjourn the meeting. Deena Benson motioned to adjourn and Kayleen Anderson seconded the motion. The meeting was adjourned at 2:17 p.m.