



Board of Directors Meeting
Thursday, April 25, 2019
Hershey lodge and Convention Center 8:30 AM – 2:30 PM
Board of Directors Meeting Minutes

Presiding: Nichole Taylor – President-elect

The meeting was called to order at 8:55 am followed by the Pledge of Allegiance and hearing the thought of the day provided by Allison Kimmel.

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

Nichole Taylor	Laura Frye	Gerry Giarratana	Caryn Long Earl	Glenn Eaton
Gina Giarratana	Melissa Froehlich	Kristan Delle	Joyce Weber	Vonda Ramp
Curtistine Walker (phone)	Jace Cameron	Susan Eichelberger	Beverly Hendricks	Todd Holmes
Pamela Gallagher	Allison Kimmel	Angela DeSarro	Jennifer Riegle	Chris Dunn
Karin Marlin				

BOD Members Absent: Randy Walker, Nicole Melia, Justin Tech and Kelsey Gartner.

A motion was made by Melissa Froehlich and seconded by Jace Cameron that the February meeting minutes be approved. The motion carried except for a nay given by Kristan Delle who stated that only the chairperson's reports are documented in the minutes and the non-discussion reports should be included also. She also stated that "For the Good of the Order" was not documented from the last meeting (although there was not one, another issue came up instead).

A motion was made by Jace Cameron and seconded by Gerry Giarratana to add Vonda Ramp then Caryn Long Earl to the agenda after the Vice Presidents report. The motion carried.

Curtistine Walker served as the Parliamentarian and Kristan Delle served as the Timekeeper.

Report of the President – Nicole Melia

Sent by email.

Report of the President-Elect, Nichole Taylor

- Although Nichole Taylor is presiding over the meeting the President's maternity leave, Nicole Melia is still technically the President of SNAPA.
- Our mission statement states that the organization be transparent in all that we do.
- An update of the 2019 and 2021 strategic plan was reported.
- The 2019-2020 calendar - July 28, conference kickoff and a July 29th 1st board meeting under the new administration.
- It has been reiterated that board members be accountable for their actions. Board reports need to be submitted with short term goals stated in each report.

Report of the Vice President, Gina Giarrantana

- Regional Reps Update - A template has been created for Regional Meetings to assist with reporting/reviewing meetings. The template will be in four sections. The goal is to meet about a rough draft of the template to finalize and present at the July board meeting. Pam provided resources to Gina concerning this matter.

Report of the Vice President, Gina Giarrantana (continued)

- Kalahari Conference – Pam and Gina are currently working with Roxanne to finalize the details of the contract. An addendum has been added to increase the number of rooms. The Conference Center is expanding, and the contract will be reviewed to ensure that the ballrooms are included.
- Association Guide – nonparticipation has been reported from the regional Reps in terms of the chapter challenges and their completions by the May 1st deadline. Chapter Presidents will be asked to share meeting dates and updates for their future meetings, a schedule for the anticipated year and a list of current officers. Chapter are going to be asked to submit financial reports, annual reports and Chapter Balance reports. This information is to be provided to the regional Reps.
- A template is being created and presented at TLC for Chapter resources. Discussions are also going to be conducted about changing the structure of chapters.
- Pam will be providing a survey and a spreadsheet will be added to Google Docs to include membership fee info dinner fees at meetings.
- An email will be sent to the board about this prior to the information being sent to the chapters.

PDE Report- Vonda Ramp

- PDE submitted three waivers for approval; 1. Administrative Reviews – every 5 years, 2. At Risk Waiver for CACFP reviews and 3. Procurement Reviews – every 6 years.
- A Final Rule concerning Professional Standards for school districts with less than 2499 students is anticipated.
- A Final Rule for flexibility concerning standards for sodium, milk and whole grain will go into effect July 1, 2019.
- Food waste plans are being shared for implementation in school districts in the form of share tables and donations to food banks, etc. Nothing has changed concerning this since 2017Minigrantds – there were 200 applications submitted. \$600,000.00 in grant money is being allocated for one-time breakfast grant awards.
- Another round of equipment grants are coming....
- Re-authorization and block grants remain ion the table for renewal.
- Paid Lunch Equity Tool – exceptions if you have a positive balance must be submitted by June 30, 2019.
- There are current positions open and administrative changes will be taking place.
- Look for a new announcement concerning SFS in PEARS.
- Talks are being made with local legislators about changes that need to be made for school districts with 50% or lower free and reduced students.
- Primero Edge – making progress with GSI codes.
- Upcoming announcements on whole milk in schools and soy/almond milk labeling.

PDA Report- Caryn Earl

- Products are being pulled by USDA that have more than a 6-month shelf date in the warehouse (Keyco)
- Philly Cold is going out of business June 20th. This greatly affect Region 8. An agreement is currently being worked on to find a new vendor to replace Philly Cold
- Trade mitigations are currently taking place.
- PA meals has changed the vendor that was operating their website.
- PA Farm Bill – proposed \$500,000.00 funding for Farm to School programs
- The USDA is sponsoring a video or paper competition for students entitled Ace the Waste
- SNAP – there are proposed changes being made to reduce the number of people eligible for benefits. This is being looked at by the PA Hunger Coalition ad well as the Governor’s Partnership

Treasurer's Report- Curtistine Walker

- It was brought to the board's attention that no one from the Finance Committee was asked to review the budget document, only the Executive Committee and the Executive Director.
- When the budget was shared with the Finance Committee, one of the members went into the spreadsheet and made notes that confused the already confused explanation of the budget and process.
- The budget was rejected as has always been done at the April meeting for the past few years due to lack of understanding and questions that are raised to imply that no one has a handle on SNAPA's finances. Kristan Delle made a motion that was seconded by Melissa Froehlich that the budget is not approved. The motion carried.
- The budget is being looked at again and tweaked based on the various complaints for eventual approval by the board in order to proceed with business. This is to occur with a meeting of the Executive Committee and the Executive Director.
- Curtistine emphasized the fact that more information is being shared /exposed concerning SNAPA's finances than there has been in a long time. She also stated that she refuses to proceed with any new procedures or ways of dealing with the finances until the proposed procedures and adjustments to the SOP's is reviewed and approved by the board. This was completed months ago, and nothing has been done to put the plans in motion.
- There was a lot of arguing back and forth about the budget process, nothing was resolved, only the reexamination of the budget for board approval to take place as soon as possible.
- The Secretary/Treasurer casted on vote for the unopposed elected BOD officers for 2019-2020;
Dimitra Barrios - Vice President
Chris Dunn - Nutrition Education & Professional Development
Laura Frye - Region 1 Representative
Randi Mongiello - Region 3 Representative
Karin Marlin - Region 5 Representative
Joyce Weber - Region 7 Representative

Report of the Executive Director, Pamela Gallagher

- Wild Apricot payment system will begin starting July 1, 2019.
- The payment system will need to change /be adjusted to the 2.9 % transaction fee.
- PayPal will be eliminated, and a new webpage is being created.
- Monroeville visit for upcoming conference – Angela reported that there would be 3 -4 ovens on the exhibit floor, she is concerned about this as well as the power that is available. Vendors will need to bring their own equipment.
- Go-To-Meeting Analysis – 5 users, \$40.00 seat, 30-day cancellation, reducing seats, host Gator cancelled
- \$75.00 cost for the conference survey
- The bank account has been changed from analysis to a business account
- State only members can not be on the BOD
- Karin Marlin made a motion and Susan Eichelberger seconded that the Affiliate Agreement be signed. The motion carried.
- It has been brought everyone's attention the SOP's state that the following officers' expenses are paid to attend the following events:
ANC – President, President -elect, Vice President, incoming Conference Chair
SNIC – President and President-elect
NERLC – Executive Committee
LAC – President, President -elect and Public Policy and Legislative Chairperson
NLC – President – elect. Vice President, Incoming Vice President and Secretary/Treasurer
- PSFS Foundation has a board and it is defined in the bylaws

Conference Chair, Angela DeSarro

- SNAPA gives back will take place at a summer feeding program site.
- Tote bags are being sponsored by Nardone's
- The following items were discussed that have been covered during the bi-weekly conference call meetings;
- What will take place in the War Room and the times, students to provide the photography, the A to Z app and the need to staff registration.

Non-Discussion Reports

Nutrition & Education Chair
Communications Chair
Membership Chair
Regional Representatives

Other Business

- Jace Cameron made a motion and melissa Froehlich seconded the motion to review going to Hershey for the conference in 2022. The motion carried.
- Jace Cameron made a motion and Gerry Giarratana seconded the motion to have a Finance Committee meeting to work on chart of accounts. The motion carried.
- **Good of the Order** – Nichole discussed the importance of all board members being present and accountable for the future transaction of business.
- **Adjournment** – 2:33 PM - Motion made by Susan Eichelberger and seconded several board members. The motion carried.

Submitted by Curtistine Walker, SNAPA Secretary/Treasurer with the notes of Gina Giarratana due to Curtistine not being able to hear the meeting clearly by phone. – THANKS Gina!!!

Calendar/Future Meetings

- May 9th-11th, 2019 - SNA Leadership Conference- Sarasota, FL
- July 13-July 16, 2019 - ANC- St. Louis, MI
- July 28th-July 31st, 2019- SNAPA Annual Conference
- July 29th, 2019- Board of Director's Meeting
- **National School Lunch Week** - October 14th-18th
- October 24, 2019 - Board of Directors Meeting - State College School District
- 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
- August 3, 2020- 2020-2021 Board of Directors Meeting – Kalahari, Mt Pocono