



**FOODSERVICE CONSULTANTS SOCIETY INTERNATIONAL
THE AMERICAS DIVISION**

**BOARD OF TRUSTEES MEETING
MINUTES**

**July 22, 2013
Via Conference Call**

In Attendance
Officers

*Mr. James Petersen, FCSI
Chair
(C.i.i. Food Service Design)*

*Mr. William Taunton, FCSI
Chair-Elect
(Gastrotec S.A.)*

*Mr. Harry Schildkraut, FCSI
Treasurer
(S2O Consulting)*

*Mr. James Camacho, FCSI
Secretary
(Camacho & Associates)*

*Mr. Edwin J. Norman, FCSI
Immediate Past Chair
(MVP Services Group)*

Staff

*Mr. Wade Koehler
Executive Director*

*Mrs. Penny Price
Director of Member Services*

Excused

*Mr. Ian Jameson, FCSI
Canadian Trustee
(Cini Little)*

Trustees

*Mr. Tim Agosti, FCSI
Western Region Trustee
(Lino Agosti & Associates)*

*Mr. William Caruso, FFCSI (PP)
Trustee At Large
(William Caruso & Associates)*

*Ms. Barbara Pyper, FCSI
Trustee At Large
(An Apple a Day, LLC)*

*Mr. Lawrence Huber, FCSI
Eastern Region Trustee
(Foodservice Consultants Studio)*

*Ms. Tracy Taraski, FCSI
Central Region Trustee
(The Bigelow Companies, Inc.)*

*Mr. Rod Collins
Allied Trustee
(Rod Collins Associates)*

Agenda Item	Information	Action
1.0 Call to Order and Opening Remarks	The meeting was called to order 11:34 am EST	A quorum was present
1.2 Antitrust Guidelines Reminder	The Chair reminded everybody about the Antitrust Guidelines under which the board operates.	All present affirmed compliance
1.3 Introductions	There were no introductions	
2.0 Approval of Minutes 2.1 June Conference Call		<i>B. Taunton motioned was made to approve the minutes as stated. B. Caruso seconded. The vote was passed unanimously</i>
3.0 FCSI WW 3.1 WW Update	<p>E. Norman reported WW is working on 2014 Budgeting. He is working with PCP to determine WW profits for 2014.</p> <p>He reported the Bylaw revisions were recently approved via a membership vote.</p> <p>He reported the Council of Fellows approved and have submitted their recommendations to change their nomination process in the future. The changes are now being considered by the WW Board for approval.</p> <p>He reported that J. Doughty will become the new WW President. J. Petersen and B. Taunton will become the WW Board members beginning January 1st. Martin Rahmann (representing EAME) and Toni Clarke (representing AP) will also be joining the WW Board.</p> <p>There was nothing new to report regarding approaching the top 5 corporate members.</p>	

	The next WW meeting will be in Warsaw in September immediately following the FCSI EAME Conference.	
4.0 Membership 4.1 Membership Update	<p>W. Koehler reported that we are above the budgetary projections in overall membership numbers.</p> <p>B. Caruso reported that any members that want to return to membership should understand that processes should have to take place.</p>	<i>R. Collins to reach out to returning member to discuss HQ procedures</i>
4.2 South American Testing Update	<p>W. Koehler submitted a letter from CPS Member Mike Redlin and excerpts from our testing manuals explaining why TA only tests in US and Canada.</p> <p>B. Taunton recommended that we should change our process since our WW bylaws state our official language is English.</p> <p>J. Petersen stated we want to expand our membership in South America so we need to identify what the requirement should be for the future. W. Koehler recommended asking CPS TA to give their recommendation.</p>	<i>W. Koehler to take the issue to CPS TA to consider what minimum requirements are needed to become a Professional Member</i>
5.0 Committees/Task Forces		
5.1 Policy & Procedures Manual Update	W. Koehler reported that it is on track and will be completed by the end of summer	
5.2 CPS	<p>T. Agosti informed the Board that no one has signed up to take the exam in Vancouver. The committee is going to try at the Atlanta regional instead and host a face to face meeting at the same time.</p> <p>IKE is changing from 73 questions validated to 100 questions validated with over 100 questions on the exam. 162 total questions will be available and validated. The Body of Knowledge is being updated.</p>	

	<p>T. Agosti reported that B. Bender has resigned from the committee due to time constraints.</p> <p>J. Petersen asked about the EP program. W. Koehler suggested we wait to see how the program moves forward.</p>	
5.3 Board Elections	<p>W. Koehler reported the need to approve officer appointments.</p> <p>E. Norman recommended that we begin to get away from the regional representations</p>	<p><i>B. Taunton nominated J. Camacho as Chair Elect. L. Huber seconded the motion. The motion passed unanimously.</i></p> <p><i>T. Agosti nominated B. Caruso as Secretary, T. Taraski seconded the motion. The motion passed unanimously.</i></p> <p><i>L. Huber nominated H. Schildkraut to serve a second term as Treasurer. E. Norman seconded the motion. The motion passed unanimously.</i></p>
5.4 Allied Association Committee	<p>Nothing new to report. R. Collins to organize the 2014 election within AAC.</p>	
5.5 Conference Planning	<p>R. Collins asked about Golf Outing. W. Koehler to discuss with him later.</p>	
6.0 Sponsorship/Advertising 6.1 Project Showcase book update	<p>W. Koehler reported the latest publication's sales figures are below the projections</p>	

6.2 Design Opportunities	W. Koehler asked if anyone had any feedback. The sense of the Board was it's a good program.	
6.3 Fine Chocolate & Pastry Show partnership	W. Koehler will be walking the show floor in 2013 and report back to the Board in November.	
6.4 Rock My Restaurant	W. Koehler presented the Rock My Restaurant partnership submitted by the Foodable Network. The sense of the Board was to move forward with the partnership.	<i>W. Koehler to discuss with Foodable executives.</i>
7.0 New Business 7.1 Budget vs. Actual	<p>W. Koehler presented the half-year budget.</p> <p>Items to consider were public relations and the Fall Board meeting. B. Caruso asked about savings. W. Koehler reported we would save approx. \$12,500 for the remainder of 2013 in the public relations line item. B. Pyper asked W. Koehler to request PWMG to complete what's worked, what hasn't worked, what we should have done differently.</p> <p>In keeping with fiscal responsibility, the sense of the Board was to cancel our Fall face-to-face Board meeting.</p>	<i>J. Petersen motioned to exercise our 60 day option to discontinue our contract due to fiscal responsibility. T. Taraski seconded the motion. The motion passed unanimously.</i>
8.0 Adjourn	1:07 pm	<i>E. Norman motioned to adjourn the meeting, T. Taraski seconded the motion. The motion passed unanimously</i>