



**FOODSERVICE CONSULTANTS SOCIETY INTERNATIONAL  
THE AMERICAS DIVISION**

**BOARD OF TRUSTEES MEETING  
MINUTES**

**September 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 Pierce  
Director of Member Services*

*Mrs. Kimberly Kissel  
Director of Education*

**Excused**

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

**Trustees**

*Mr. Tim Agosti, FCSI  
Western Region Trustee  
(Arctic Food Service Design, LLC)*

*Mr. William Caruso, FCSI (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)*

<b>Agenda Item</b>	<b>Information</b>	<b>Action</b>
<b>1.0 Call to Order and Opening Remarks</b>	The meeting was called to order 1:05 pm CST	A quorum was present
<b>1.2 Antitrust Guidelines Reminder</b>	The Chair reminded everybody about the Antitrust Guidelines under which the board operates.	All present affirmed compliance
<b>1.3 Introductions</b>	M. Redlin from CPS TA was introduced to discuss CPS related items	
<b>2.0 Approval of Minutes</b> <b>2.1 July Conference Call</b>		<i>B. Caruso motioned to approve the minutes as stated. E. Norman seconded. The vote was passed unanimously</i>
<b>3.0 FCSI WW</b> <b>3.1 WW Update</b>	E. Norman reported that WW has a Board meeting in a couple weeks and will be examining the performance the new 2013 streamlined operating model along with 2013 and 2014 budgets. The new magazine will increase to approximately 100 pages, up from 68 this year. WW is projecting a \$194,000 net income for the magazine in 2014 which should pay for all WW expenses however dues share will continue in 2014 per WW legal recommendations. W. Koehler requested that dues share be assessed in late July beginning in 2014 rather than March and again in July like in previous years.	
<b>4.0 FCSI Educational Foundation</b> <b>4.1 Board Member Request</b>	J. Petersen reported the EF is searching for a new Board member to replace T. Guyette from the Division. A note was sent via the Direct Connection but HQ has not had any volunteers yet.  C. Bigelow's name was mentioned. T. Taraski agreed to ask Chris. J. Petersen requested any further	

	recommendations be forwarded to him or W. Koehler	
<b>4.2 Foundation Donation Request</b>	<p>W. Koehler submitted a letter from EF Treasurer J. Cornyn requesting the Division to add \$50 to each dues category with the additional money being a donation to the Foundation. The amount would be listed as an “opt out” option.</p> <p>The sense of the Board was to include it as “opt in” option rather than an “opt out” at this point.</p>	<p><i>B. Caruso motioned to add an optional donation amount to the 2014 Dues statements of \$25/\$50/\$100/Other..Blank line</i></p> <p><i>E. Norman seconded the motion.</i></p> <p><i>Motion passed unanimously.</i></p> <p><i>J. Petersen to communicate back to the EF about vote.</i></p>
<b>5.0 Membership</b> <b>5.1 SL Request</b>	<p>W. Koehler submitted a letter from SL requesting reclassification from Emeritus to Professional Member.</p> <p>This request is in line with the agreement made with SL in 2012.</p>	<p><i>E. Norman motioned to reclassify SL to a Professional Member. I. Jameson seconded the motion.</i></p> <p><i>The motion passed with:</i></p> <p><i>6 yeas</i></p> <p><i>1 opposed</i></p> <p><i>2 abstentions</i></p>
<b>5.2 IKE Testing Update</b>	<p>M. Redlin thanked the Board for the collaboration between the committee and the Board. He updated the Board on the status of the IKE Exam. The exam is very broad in knowledge and the committee realized it needed to update the exam. J. Petersen asked about design vs management questions inquiring if the committee had discussed those questions yet. M. Redlin said they have discussed it and that 70% have passed the exam which is a good standard for a professional exam. J. Petersen also asked about the future for South American and/or other languages and cultures. M. Redlin indicated it was a substantial challenge to make</p>	

	<p>the exam relevant and applicable to other cultures and languages. Previous Board's had voted to make the exam only for USA and Canada and English only.</p> <p>M. Redlin stated they are currently adding 62 questions to the exam. The exam will now be 162 questions of which only 100 questions will be scored. The remaining 62 questions will be tested for validity and be rotated through in future exams. CPS has not decided yet on how much time is needed to complete the new exam but guesses it may be 3 hours.</p>	
<p><b>5.3 PSE Testing Update</b></p>	<p>J. Petersen informed the Board about a recent Board Committee call discussing the future of the PSE Exam. The Board Committee was under the impression CPS was looking into changes to the PSE and needed Board support. The Board Committee had intended to recommend the PSE be temporarily halted until changes could be made to make the exam more accommodating. However, the Board committee attended the latest CPS Conference call and decided to put together a joint task force that will meet in November to discuss the exam further.</p> <p>M. Redlin reported the concerns that CPS has heard. Those are:</p> <ol style="list-style-type: none"> <li>1. Subjectivity of the situation</li> <li>2. Negative reaction to someone failing by both candidates, committee and Board</li> <li>3. Peer to Peer judgment</li> <li>4. Cost and logistics for administration</li> </ol>	
<p><b>5.4 Associate Membership</b></p>	<p>W. Koehler submitted a proposal to</p>	<p><i>T. Agosti motioned to</i></p>

<b>Change Proposal</b>	consolidate the associate member categories into 1 category.	<i>change the Associate level to 1 single level of dues for 3 years beginning in 2014. B. Caruso seconded the motion. Motioned approved unanimously.</i>
<b>5.5 Corporate Level 1 Change</b>	W. Koehler submitted a proposal to discontinue the Corporate Level 1 membership level that was instituted a few years ago as a “trial” membership. E. Norman mentioned that we could offer it for year 1 only as a test.	<i>E. Norman motioned to allow the current companies to finish out their current terms and new corporate members to join the first year at a prorated discounted price. B. Taunton seconded the motion. Motioned passed unanimously. 1 abstention</i>
<b>5.6 2014 Dues</b>	W. Koehler submitted a spreadsheet showing the proposed prices for a 3% or a 5% dues increase in 2014.	<i>B. Taunton motioned to accept a 5% increase in 2014. B. Caruso seconded the motion. Motion passed with 1 Ney vote.</i>
<b>6.0 Committees/Task Forces</b> <b>6.1 Policy &amp; Procedures Manual Update</b>	W. Koehler reported that it is on track and will be completed by the end of summer	
<b>6.2 CPS</b>	No report due to earlier discussions	
<b>6.3 Code of Ethics</b>	W. Koehler submitted the comments regarding the proposed COE from the FCSI Website Forums.	<i>W. Koehler to make changes in COE and send back to the Board by the next call.</i>
<b>6.4 Board Trustee Nominations</b>	W. Koehler informed the Board that an email would be going out later this month soliciting members to represent the East Coast/West Coast and 1 Member at Large position	
<b>6.5 Allied Association Committee Update</b>	No report at this time	
<b>7.0 Sponsorship/Advertising</b>	W. Koehler reported the latest publication’s sales figures have	

<b>7.1 Project Showcase book update</b>	increased vastly. The division should see a small net income for 2013.	
<b>8.0 New Business</b> <b>8.1 FCSI in the Industry perception research</b>	J. Petersen reported that he is interested in doing a formal survey as to the perception of FCSI from our Allied members and Allied Associations. E. Norman would like to see what the dealer, architects and end users.	
<b>8.2 Fall Board Meeting?</b>	The Board agreed not to host a meeting at this time. They recommended looking into a meeting in mid-January.	<i>W. Koehler to research January cities for a Board meeting</i>
<b>8.3 Next Board Meeting</b>	October 7 <sup>th</sup> at 11:30am CENTRAL	
<b>9.0 Adjourn</b>	2:58 pm	<i>B. Caruson motioned to adjourn the meeting, E. Norman seconded the motion. The motion passed unanimously</i>

*Meeting minutes recorded by W. Koehler*