



**FOODSERVICE CONSULTANTS SOCIETY INTERNATIONAL
THE AMERICAS DIVISION**

**BOARD OF TRUSTEES MEETING
MINUTES**

**November 14, 2011
Via Conference Call**

In Attendance

Officers

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

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

*Mr. John E. Cornyn, FCSI
Immediate Past Chair
(The Cornyn Fasano Group)*

Staff

*Mr. Wade Koehler
Executive Director*

*Mr. Jeff McSweeney
Director of Education*

Guests

*Mr. Eric Norman, FCSI
ICON representative
(MVP Services Group)*

Trustees

*Ms. Corrinne Ward
Allied Trustee
(Perlick)*

*Mr. James Camacho, FCSI
Eastern Region Trustee
(Camacho & Associates)*

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

*Mr. William Taunton, FCSI
Central/South American Trustee
(Gastrotec S.A.)*

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

Excused

*Mr. Harry Schildkraut, FCSI
Central Region Trustee
(S2O Consulting)*

*Mr. Christopher Bigelow, FCSI
Secretary/Treasurer
(The Bigelow Companies, Inc.)*

1.0 Call to Order and Opening Remarks

The meeting was called to order 1:04 pm CST and the Chair welcomed the board to the meeting and noted that a quorum was present. EN welcomed IJ to his first Board meeting.

1.2 Antitrust Guidelines Reminder

The Chair reminded everybody about the Antitrust Guidelines under which the board operates and all present affirmed compliance.

2.0 Approval of Minutes from Previous Meeting

A motion was made to approve the minutes as stated. The motion was seconded and a vote was passed unanimously

3.0 FCSI WW

3.1 WW Update

EN reported there is a lot of activity happening behind the scenes. Questions like: What does WW need to be most effective? Or Do we need a board or have a committee made up of ED's or Division reps? Sandy Humphries was asked to assist but stated her help was not necessary and reported they Board needs to make some decisions and move forward.

EN reported the LEG contract automatically renewed per the contract but it has a 180 day out clause. Tony Galvin had mentioned the contract ending should be executed knowing that changes are going to be made and a new contract can be drafted within 180 days. President Hopper asked for that request to be tabled for a short time. WK reported he had completed the financial aspects report of The Americas and will be turning them in soon. A number of people on the WW Board have contributed to what the look of WW should be.

EN has requested a WW budget versus actual budget from WW ED Scott Legge.

EN is hoping that we will have some answers within the next month so we can all move forward. WK & EN both said an answer for future events should be in place by the April 2012 Kansas City Conference.

EN noted as well that WW may not be set up to accept our 1 year office patterns and that Americas may need to revert back to a two-year pattern for officers.

4.0 Membership

4.1 New Professional member – Michael Berard

WK informed the Board that Mr. Berard had successfully passed the PSE Exam at our recent Chicago event making him eligible for Professional Membership.

A motion was made to approve Michael Berard as a Professional Member. The motion was seconded and passed unanimously.

HQ is to send letter and copy Board with email to welcome to Board

4.2 Members Dues Notices

WK reported that the 1st notice of membership dues had recently been sent via email. HQ was planning on sending a 2nd notice via email the first week of December and follow up with a mailing of the notices the first week of January to save mailing costs.

4.3 Former Professional Members

WK informed the Board that he had recently received requests from 2 former Professional members their wish to return to FCSI as a Professional Member. WK informed the Board that due to the changes in returning to membership were now in the bylaws that no exception can be made for any individual. Any changes allowing these folks to return will require a change in the by-laws that is a 90 day process. BT stated he believed that one of the individuals is still selling equipment.

5.0 Events

5.1 Code of Ethics statement promotion and membership vote

WK reported the reviewed Code of Ethics and Professional Conduct paper was now ready for a membership vote and asked the Board if they would like the promotion and vote to take place immediately or hold onto the document until the 1st of the year and include it with any bylaw changes that may need to take place and have it voted upon at the Kansas City Conference.

WK to distribute to Board asking for review by next Monday

6.0 New Business

6.1 2012 Officer Nominations and Endorsements

HS expressed an interest in the Secretary and/or Treasurer position and BT has expressed an interest in the Treasurer or Chair Elect position. JamesC expressed interest in Secretary

JohnC motioned to nominate HS as Treasurer, motion was seconded, motion passed unanimously

JohnC motioned to nominate BT as Chair-Elect, motion was seconded, motion passed unanimously

JohnC motioned to nominate JamesC as Secretary, motion was seconded, motion passed unanimously

6.2 IDPC Financial Request

WK presented an email recently received from the IDPC Executive Patti Morrow expressing a need for further funding in the amount of \$25,000. While the IDPC has served a great purpose and is needed, WK expressed that he did not believe the Division could afford this amount for 2012. WK recommended increasing the amount to \$5,000.

JohnC suggested we also solicit the Designer members to contribute in addition to FCSI. WK to go back to Patti asking if \$5,000 would be ok? We need to ask for budget, reports, etc.

6.3 FCSI Seals and State Stamps

WK and EN discussed a recent problem with the City of Chicago that Ron Kooser had alerted HQ regarding seals being required on all drawings. Cini Little has requested that FCSI TA get involved with local and national government to have the FCSI seal become recognized by the state entities.

EN shared his experiences in getting plans approved in the Chicago market. It can be tricky and different for each circumstance.

EN suggested we create a task force to address this issue and get ahead of any future challenges.

The Board asked if we can we get ANSI to help with approval. Kathleen Seelye has brought forward ideas including 'basis of design' best practices and possibly setting standards that all consultants could use.

EN to organize a task force to Champion an effort after the Holiday season

WK reported he will try and discuss the situation with City of Chicago and HQ will look into the ANSI partnership.

6.4 1st Time attendee scholarships for KC Conference

WK informed the Board the Division has still not gotten permission from the Educational Foundation to hand out these funds. He inquired whether FCSI TA should offer to match the funds if the Foundation fails to act?

JohnC reported he will ask the Foundation Board for clarification. In the meantime, the Board agreed to allow the Division to just offer \$500 scholarship to membership until early January 2012.

6.5 S4 PNW Update and S4 Midwest Update

PNW registration is up and running on the FCSI website with an estimating an attendance at 300-400 attendees.

WK shared that some of the associations are concerned the S4 sponsorships may be cutting into their own events and that S4 Chicago will be hosting a ½ day seminar with no sponsorships being sold as a test event.

6.6 New Business

JamesC asked WK about the regional map and redistribution. WK reported that staff is almost finished with their suggested redistricting and future Super Regional locations would be decided based upon the map once the Board approves of the new districts.

EN requested that we aren't planning on a December call unless something vitally important comes up.

Kathleen Seelye has recommended to the Board that FCSI TA create a best practices for Design document and white paper on water quality especially the chloramine. The Board agreed to create a task force on this in early 2012.

HS motioned to adjourned the meeting. The motion was seconded and the vote passed unanimously at 2:09pm

Meeting minutes recorded by W. Koehler & J. McSweeney