



**FOODSERVICE CONSULTANTS SOCIETY INTERNATIONAL
THE AMERICAS DIVISION**

**BOARD OF TRUSTEES MEETING
MINUTES**

**January 9, 2012
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. Christopher Bigelow, FCSI
Secretary/Treasurer
(The Bigelow Companies, Inc.)*

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

Excused

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

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

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

1.0 Call to Order and Opening Remarks

The meeting was called to order 11:33 pm CST and the Chair welcomed the board to the meeting and noted that a quorum was present.

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 that 2011 ended with a lot of movement but nothing that was finalized. WW held a meeting January, June and September to discuss strategic planning without any actions taken. EN asked that the Board enter into an Executive Session at 11:40am to discuss the future of FCSI WW Board and Structure. The Executive Session ended at 11:58am.

3.2 2012 FCSI TA Board Representation

EN reported that with JP moving into the Chair position in April, the Division needs to select another Board member to represent them at the WW level. EN requested that he continues on the WW Board for another year for continuity. EN recommended that BT be the representative since he will be the next Chair. Since BT was not able to join today's call, it was recommended that the item be on the February agenda.

4.0 Financial Report

4.1 Latest Financial Report

WK reported the year-end 2011 financials with a net income of \$239,885.06.

4.2 2012 Budget Review and Approval

The Board asked WK to update to 2011 final numbers and table the full budget approval until the February conference call.

WK expressed that the Marketing and PR items need to be addressed prior to the call. WK presented the Pete Wiltjer Marketing Group PR Plan and the Marketing Committee's recommended tradeshow/conference attendance to the Board.

CB motioned to accept the PWMG proposal. JamesC seconded. The motion passed unanimously.

HS motioned to approve the Marketing Committee's marketing budget. JamesC seconded. The motion passed unanimously.

5.0 Membership

5.1 Dues Renewal Report

WK reported the Division is about 50% across the board for the different classifications and is on track close to 2011 renewal numbers. All dues renewals have been sent out electronically thus far with a paper invoice being mailed this week.

5.2 Bill Main Letter

EN reported that he had received a personal letter from Bill Main requesting to be reinstated due to past health problems. JP recommended that we present a bylaw change in April to accommodate any similar situations since a method for membership suspension was not in place prior to 2011. The sense of the Board was the bylaw statement referring to should allow former Professional members the left the Society prior to 2011 the ability to petition the Board to return at their Professional level. Members wishing to return would need to complete the application process requiring at least 2 current member recommendations. *WK to draft a bylaw by the end of this week and send it to the Board for review. Once agreed upon, it would be sent out for membership consideration, comments and vote.*

5.3 Amazon.com Membership Referral Campaign

WK reported \$20/\$50 gift cards were planned to be issued in 2012 for member referrals. They would be sent out quarterly with a maximum 2012 limit of the referring members' dues.

6.0 CPS

6.1 Goals for CPS TA in 2012

TA reported that DH would like to present their case to the Board for their full budget request. WK recommended postponing this item until the February call

6.2 EPP Evaluations

CW asked that CPS come up with a survey that is distributed post event to the attendees to look for "sales" presentations. WK recommended that TA, EN and WK have a call with the new leader Bill Bender.

7.0 Events

7.1 Kansas City Update

WK reported we are currently at 32 registered with a sponsorship at \$74,500

7.2 S4 PNW Update

WK reported he was not sure of the total registrations but they expected at least 200 ppl and were close to capacity for the January event.

7.3 2013 or 2014 for next FCSI TA Conference?

WK reported that HQ must have an answer whether we are doing an event in Fall 2013 or Spring 2014 prior to the Kansas City Conference. The sense of the Board was to move forward with a 2014 Spring Conference.

8.0 New Business

8.1 2012 Officer Nominations and Endorsements

WK reported he will be sending out the Officer endorsement elections via survey monkey later this week. Once all Officers are confirmed, we will begin to solicit Trustees from the Central, East and South America regions as well as Members-at-Large.

8.2 Board reimbursements for Kansas City Conference

WK presented a proposal for future Board costs at our Biennial conferences.

WK made some changes to the document and will send it out for an email vote.

8.3 ANSI Certification

WK presented a report from JM regarding his recent discussions with ANSI regarding certifications. JP wanted to know what the ongoing process costs would be and what other groups use these certificates (examples). WK recommended establishing a Board Committee to examine this further and report back at the April Kansas City Meeting.

WK to send out an email asking for members to volunteers to serve on a task force.

8.4 1st Time attendee scholarships for KC Conference

WK informed the Board has received permission from the Educational Foundation to move forward with the 1st time attendee scholarships. Notification and sponsor solicitation will be sent out within the next two weeks.

8.5 IMC USA joint venture exploration

WK reported a recent conference call with IMC to look into potential joint ventures between the two organizations from a conversation with Rudy Miick, FCSI. Currently we are waiting on IMC for a report.

8.6 Educational Foundation Representation

EN reported that Todd Guyette has agreed to take over the vacancy on the Educational Foundation Board with the recent promotion of Ruby Puckett to President and John Cornyn to Treasurer.

8.7 NSF Sneeze Guards Issue

EN received a note from Rippe associates and Kathleen Seelye asking FCSI TA to fight the NSF language for breath guards. They asked for \$2,500 to pay a consultant to submit a challenge to the NSF and present to NSF at an upcoming conference. *EN agreed to send out the documentation to the BOT after the call.*

HS asked if we had anyone representing FCSI at NSF. WK reported that we have no one currently represented. EN asked that CW, JP and WK meet with Rippe and/or KS to further examine this issue.

HS motioned to adjourned the meeting. The motion was seconded and the vote passed unanimously at 2:01pm

Meeting minutes recorded by W. Koehler