

SNAU EXECUTIVE BOARD MEETING

September 20<sup>th</sup>, 2013

Iron County School District Office

2077 West Royal Hunte Drive

Cedar City, Utah

11:30 a.m.

Call to order: Paula Loveland

Pledge: Sebasthian Varas

Thought: Kathleen Britton

Roll Call by Ellie Campbell: Paula Loveland, Kathleen Britton, Pam Tsakalos, Sebasthian Varas, Ellie Campbell, Kathy Torok, Lori Bawden, Sharon Stucki, Teri Chatterton, Monica Hight, LuAnn Elliot were in attendance. Delene Coates, Jenilee McComb and Beck Low were excused.

A quorum was established: Teri Chatterton

Business items

Minutes: minutes from the May 15<sup>th</sup>, 2013 Board Meeting were read

Motion to approve: Kathleen Britton.

Seconded: Monica Hight

Voted in the unanimous

Treasury Report

Kathy Torok presented the budget and treasury report as of September 20, 2013.

Checking: \$49,946.29

Savings: \$50,548.76

Total: \$100,495.05

Total in state office funds: \$7,952.65

Motion to approve budget: Teri Chatterton

Seconded: Lori Bawden

Voted in the unanimous

Money will be needed to carry us through the year that National Conference is held in our state.

Action Items

Paula welcomed and expressed appreciation for the opportunity to work with both Sebasthian and Pam.

A discussion was had about creating a policy or bylaw about refunding conference registration fees.

- Indication needs to be put in C-vent that there are no refunds for classes when people register for conference.
- We need a way to confirm that a person's membership is current when they register for conference.

Paula made the following suggestion to update by-laws and policy procedures:

By-laws:

- Article III-Membership, Section B, #5-“The official publication of the Association shall be distributed to all members.” Should be changed to “The official publication of the Association shall be available to all members through the SNA website.”
- Article VII-Remunerations, Section A, #1-change all “convention” words to “conference” and change Executive Board” to “President Elect” so that it shall read, “There shall be an annual meeting of the State Association which shall be known as the Annual State Conference. The date and place of this conference shall be determined by the President elect. #6 shall read, “There shall be a Leadership meeting held at the time of the Annual State Conference.”
- Article IX-Resolutions and Bylaws, Sections B and C. All “Convention” words shall be changed to “Conference.”

Policy Procedures:

Financial Guidelines of School Nutrition Association of Utah:

- In State Travel and Reimbursement- #5-change mileage from .40 per mile to .56 per mile.
- Out of State Travel and Reimbursement, #1-Change the sentence, “Double occupancy is recommended” to “Double occupancy is optional.”
  - Sharon Stucki motioned to make proposed changes in Financial Guidelines.
  - Pam Tsakalos seconded the motion.
  - Voted in the unanimous.

School Nutrition Association of Utah

- All Executive Board Members, #7- strike entirely.
  - Lori Bawden motioned to make proposed change.
  - Ellie Campbell seconded the motion.
  - Voted in the unanimous.
- President, #5-reassign this duty to President Elect.
- President, #6-rewrite to read, “Prepare an agenda for executive board meetings and e-mail changes to members prior to scheduled meeting.”
- President, #14-reassign this duty to the Treasurer.
- President, #16-reassign point ‘e’ from Committee to Treasurer.
- President, #22-strike entirely.
- President, #23-reassign to Treasurer.
  - Pam Tsakalos motioned to make proposed changes.
  - Kathleen Britton seconded the motion.
  - Voted in the unanimous.
- President-Elect, #1- point ‘f’-strike entirely.
- President-Elect, #4-strike entirely.
  - Sharon Stucki motioned to make proposed changes.
  - Kathy Torok seconded the motion.
  - Approved in the unanimous.
- Vice-President, #6-point ‘b’-strike
- Vice president, #6, point ‘c’-change to read, “Collect reports from each Area Director and the Supervisor’s Chapter President for house of Delegates.

- Suggested addition for Vice-President to plan and present leadership training to be held at annual Summer Conference.
  - Sharon Stucki motioned to make proposed changes.
  - Sebastian Varas seconded the motion.
  - Voted in the unanimous.
- Secretary, #3-Strike the sentence, “Send minutes of the Conference meetings to the Conference Committee members.”
- Secretary, #7-Strike entirely.
- Secretary, #8-reassign to Past President.
- Secretary, #10-Strike entirely.
  - Pam Tsakalos motioned to make proposed changes.
  - Kathleen Britton seconded the motion.
  - Approved in the unanimous.
- Treasurer/Insurance, #10-Strike entirely.
  - Pam Tsakalos motioned to make proposed change.
  - Kathleen Britton seconded the motion.
  - Approved in the unanimous.
- Past President/Nominating Committee Chair, #3-Strike the first sentence, “Give direction to all Chapter Presidents to implement a Chapter Project.” Change second sentence to read, “Chapter Presidents to be highlighted in the conference Book and recognized during one of the Conference General Sessions.”
- Past President/Nominating Committee Chair, #6-Strike ‘a’ and ‘b’ entirely.
  - Sharon Stucki motioned to make proposed changes.
  - Teri Chatterton seconded the motion.
  - Voted in the unanimous
- Parliamentarian, #4-Strike entirely.
- Parliamentarian, #8-Change wording to read, “Be willing to assist the chapters with writing and reviewing their bylaws.”
  - Sharon Stucki motioned to accept proposed changes.
  - Teri Chatterton seconded the motion.
  - Voted in the unanimous.
- Legislative and Public Policy Chair, #3-strike last part of sentence which reads, “and conduct workshops for members.”
- Legislative and Public Policy Chair, #4-strike entirely.
  - Kathleen Britton motioned to accept proposed changes.
  - Pam Tsakalos seconded the motion.
  - Voted in the unanimous.
- Professional Development Chair, #1, #9 and #11-strike entirely each of these.
  - Pam Tsakalos motioned to accept proposed changes.
  - Teri Chatterton seconded the motion.
  - Voted in the unanimous.

- Public Relations and Marketing Chair, #6-c. Publications-Strike points i. U-Talk Newsletter (most current) and ii. Summer Conference booklet.
  - Pam Tsakalos motioned to accept proposed changes.
  - Sharon Stucki seconded the motion.
  - Voted in the unanimous.
- State Office Representative, #8-Transfer duty to the Treasurer.
  - Ellie Campbell motioned to accept proposed changes
  - Sharon Stucki seconded the motion.
  - Voted in the unanimous.
- Industry Chapter Representative, #4 and #6-Strike entirely.
  - Kathy Torok motioned to accept proposed changes.
  - Monica Hight seconded the motion.
  - Voted in the unanimous.
- Area Director, #2-strike entirely.
- Area Director, #6-change wording to read, "SNAU will reimburse a maximum of \$3.00 per person for Fall and Spring Area Meetings when accompanied by receipts and a signed roll. Reimbursement will not exceed the total of submitted receipts." Also, strike, "(#6 revised Feb 25, 2008 Board Meeting)."
- Area Director, #12-strike entirely.
- Chapter Presidents, #2-strike entirely
- Chapter Presidents, #7-Change wording to read, "Encourage local chapter to participate in a community service project and send a report, complete with pictures to the SNAU Past President."
  - Teri Chatterton motioned to accept proposed changes.
  - Lori Bawden seconded the motion.
  - Voted in the unanimous.
- Supervisor's Chapter President-Eliminate this position.
  - Pam Tsakalos motioned to accept proposed change.
  - Kathleen Britton seconded the motion
  - Voted in the unanimous.

#### Executive Board Updates and Reports

Kathleen Britton-Proposed that on Agenda for January meeting we discuss attendance to Leadership.

Lori Bawden-Membership is at 1115.

As of Oct. 1<sup>st</sup>, National dues have gone up. State dues are \$6.50.

Meeting adjourned 2:50 PM by Paula Loveland.

Next meeting will be on Monday, January 27<sup>th</sup>, 2014, in St. George prior to USOE Winter Conference.