

OSNA Executive Board Meeting  
June 4, 2011  
Embassy Suites  
Portland, Oregon

Board members present:

President, David Short, President-elect, Marcie Christiansen, Secretary, Becky Grubb, Treasurer, Cindy Longway, Area I Rep, Kim Lindquist, Area II, Lynne Duda, Area VI, Pam Suyematsu. Members absent, Past President, Cindi Hiatt Henry, and Area IV Rep, Lisa Fisher. Areas III, & V are open at this time. Guest, Ellen Christiansen, incoming Area I Rep.

We have enough members for a quorum.

Meeting began at 9:08 a.m.  
President, David Short presiding.

President, David welcomed everyone followed by the Pledge of Allegiance.

A motion was made by Lynne to approve the agenda as written. Pam seconded the motion. The board voted. The motion carried.

Area Reports:

There are no Area reports at this time. All Area reports will be sent out to the board prior to the board meeting. Discussion of the reports, if any, will be gone over at the board meeting. Hard copies of all Area reports will go into the records. David went over the duties of the Area Reps for our new incoming Area I, Ellen & Area II, Lynne. Money is available through OSNA for Area Reps to help out chapters or to get new chapters started. David & Marcie will get out mailing lists for all the Area Reps. David & Marcie would like the Area Reps to have more contact with the Nutrition Directors in their area School Districts, especially for training & recruiting new members. Lynne has Directories available. The Area Reps want to have more jobs at State Conference & to be more involved.

Old Business:

A - State Conference

Marcie says comments were very positive overall. Other board members heard the same. Our members really liked the new changes that we made. We had 60% participation of members at this conference. Marcie says that we really need to increase the registration fee to cover the cost of the food.

Changes that we need to work on:

1. Get more information out as to the changes on Conference agenda, for example, our changes to our Friday night activities. Highlight changes & only make (1) change at a time.
2. Saturday afternoon snack set up.

3. The commodity council asks for more front line classes at conference.

- (a) Front line training
- (b) Communication tools
- (c) How to evaluate employees
- (d) Classes to help managers

4. Evaluations

Set up a Survey Monkey on line after conference. Send out the survey to all members that registered for conference.

David & Marcie will appoint a conference committee. The conference committee will decide on the survey questions & will present them to the board for discussion at the October 2011 board meeting.

#### B- Location of Future Conferences

1. Our 2012 State Conference is March 9, 10, 2012 at the Salem Conference Center. Our 2013 State Conference is March 15, 16 2013 at the Salem Conference Center as well. Our 2014 State Conference is not booked anywhere at this time.

Everyone feels that the Salem Conference Center is the best place for our conferences. It is centrally located and having the conference all in one building is a big plus. The vendors love it and they have enough space.

2. The Board feels that we do not need an Events coordinator or a Hotel facilitator. We have enough experience over the years through our Past President's that we can go to them for any advice. David will research with Dave Harvey on the person that Judy Ritchie had hired to do this & report their findings to the Board in October.

3. Save the Date

Marcie will get with Janelle to do up a Save the Date, web page for our State Conference, March 9 & 10, 2012.

David appointed a Communications Committee. Janelle, Lynne, & Kim.

#### C- State Conference, March 9 & 10, 2012

Pam & Marcie will set up the classes for conference.

The commodity council wants to present a training session at conference.

#### New Business – David Short

##### A- Parliamentary Procedures for new Executive Board members

1. David will send out copies of the Parliamentary Procedures to our new Executive Board members, Ellen, Lynne, & Troy.

2. At the October Board meeting there will be an orientation session for the new Board members.

3. Cindy Longway will purchase, The Revised Robert's Rules of The Order, for the Board.

4. David will get Marcie & Pam a CD of the State Conference information.

B- Budget Update – Cindy Longway

1. Our account balance is \$ 81, 507.70. A copy of the budget is in the records
2. The Board decides on an annual Financial review of the books each July. President David appointed a financial committee. Past President, Cindi Hiatt-Henry, Treasurer, Cindy Longway, & Area II Rep, Lynne Duda.

C- New Presidents Goals – Marcie Christiansen

1. Certification

Marcie wants all Board members to be certified this year. Discussion at the October Board meeting will be if OSNA will pay for the Board's certification classes. SNA will require that ALL members be certified within the next (5) years. Area Rep's will get this information out to the members of their area's by contacting the Nutrition Directors at all School Districts in their area's. The (2) certification classes required by SNA are, Serve Safe & Healthy Edge. The Healthy Edge class will be offered at our State Conference in March.

2. Future Leaders

Pam & Lynne went to these classes at Leadership Conference. Copies of the new State Leadership Handbook were given to all of the Executive Board members. The Handbook has great information for all of the Executive board members.

3. Agenda for the October Executive Board Meeting

(A) Committees

- (a) An award committee for SNA Awards
- (b) Louise Sublette Award
- (c) Heart of The Program Award
- (d) Outstanding Director of The Year
- (e) President's Award of Excellence
- (f) Thelma Flanagan Gold Award of Service

4 - A Conference Planning Committee

To be announced at the October Board meeting

5 - A Communications committee

Janelle, Lynne & Kim

6 - The Vice Presidents Position

D- Open Positions

1. Area III

Lane, Douglas, Coos Bay, & Curry counties. Kim will E-mail members in these counties to recruit an Area Rep. and will pass on these names to David to appoint the position before July 31, 2011. After July 31 the names will be given to Marcie to appoint.

2. Area IV

Lisa is moving to the newly elected position of Vice President.

Lisa has members in mind to be the new Area IV Rep. Lisa will get the names to Marcie to appoint this position.

3. Area VI

Pam is the newly elected President-Elect.

Pam has members in mind to be the new Area VI Rep. Pam will get the names to Marcie to appoint this position.

David will E-mail the training grid out to all the Board.

E- ANC

July 8-14, 2011

Nashville, Tennessee

Board members attending: Davie Short, Marcie Christiansen, Becky Grubb, Cindy Longway, & Kim Lindquist.

F- Other Conferences

1. Idaho State Conference

Boise, Idaho

June 13 & 14, 2011

Pam may go?

2. Washington State Conference

Vancouver, Washington

July 25 & 27, 2011

Marcie, Pam & Lynne will go.

Registration is on the website.

OSNA will pay the expenses.

G- Next Board Meeting

Date: October 14 & 15, 2011

Place: TBD

Meeting Adjourned at 12:00 Noon.

For the good of the order.

Becky Grubb

OSNA Secretary