**17 October 2023 | AKSNA Regular Board Meeting Minutes**

Alaska School Nutrition Association  
1120 Huffman Rd. Ste. 24  
PMB 791  
Anchorage, AK 99515

17 October 2023  
2:00 p.m. – 3:00 p.m. AKDT

The meeting is hosted on Zoom and is open to all members in good standing. To request the Zoom link and password, contact Gavin Northey, AKSNA President, by emailing president@aksna.org.

**I. Call to Order:** Gavin called to order at 2:07pm

**II. Roll Call,** Quorum established

**Voting Members**

|  |  |
| --- | --- |
| Present | Name and Title |
| x | Gavin Northey, MBA, SNS, President \* |
|  | Tanya Dube, SNS, President-elect |
| x | Trevor Bridgewater, SNS, Treasurer and Past-President (2022-2023) † |
| x | Sandie Ponte, Secretary, and Past-President (2021-2022) |
| x | Carlos Perez, Chairman, Communications Committee |
| x | Tiffany Kurani, NDRT, Chairwoman, Nutrition Standards & Education Committee |
|  | Sue Lampert, Past-President (2020-2021) |

Quorum is established when four or more voting members are present  
\* The President votes only in the event of a tie  
† The immediate Past-President votes in the event that they hold another position with voting rights

**Non-voting Members**

|  |  |
| --- | --- |
| Present | Name and Title |
|  | Susan Pougher, Member At-large |
|  | Tracy Hulett, Member At-large |
|  | Also present: Josh Fox |

**III. Adoption of Agenda:** Trevor motions to adopt the agenda as written. Carlos 2nd

**IV. Consent Agenda:** Tiffany motioned to accept Consent Agenda as submitted, Trevor 2nd, no opposition

**A. Minutes of Previous Meeting(s)**

[19 September 2023 AKSNA Board MeetingDownload](https://aksna.org/wp-content/uploads/2023/10/AKSNA-Board-Meeting-Minutes-2023-09-19.docx)

**B. Financial Reports**

**C. Membership Report**

* 91 Members
  + 15 Directors
  + 57 Managers
  + 11 Employees
  + 6 State Agency
  + 2 Retired
* 2 in grace

Gavin: Would like to see more members in correct categories. It is necessary for awards. Would like to see more employee members. They are future managers and future Directors. Helps sustain our association and Child Nutrition professionals. Tiffany asks if definition for each role would be beneficial. Gavin; yes, believes SNA has them.

**V. President’s Report**

Gavin Northey, MBA, SNS,

Still looking for the Plan of Action form. Conference is our main priority now.

**VI. Treasurer’s Report**

Trevor Bridgewater, SNS

Looking pretty slim right now. Normal just before registration. Once that opens, it will show significant changes.

**VII. Standing Committee Reports**

1. **Public Policy & Legislation**

Bill in congress right now to increase reimbursement rates. Also a bill in for CACFP.

1. **Member Services**

**Numbers are above. Still need a chair**

**C. Communications**

Carlos Perez

Nothing to report.

**1. Mush On News**

Carolos Perez

Asking for submissions for October/November issue.

**2. Web Site**

Gavin Northey

Still there, still works

**3. Social Media**

Trevor Bridgewater

**D. Conference Committee**

Tanya Dube, SNS Absent

Gavin: Katie Wilson is confirmed

**E. Food and Vendor Expo Committee**

Gavin Northey, MBA, SNS

Not much to report. Calls to follow up on floor planning. Going to move awards to business meeting. Will do cocktail hour. Crowne Plaza? Will reach out for sponsors for gift cards for Lyft and Uber. Shoot for 5-6 so people can go and do their own thing after.

**E. Nutrition Standards & Education Committee**

Tiffany Kurani, NDRT

Most of the way through idiot guide. Focusing on Acronym list and nutritional requirements for breakfast and lunch. Do how to list for filling out production sheets, applications…to help out rural. Also training list. Will work on welcome package for new directors.

**VIII. Ad-hoc Committee Reports**

**A. Contract Executive Director Committee**

This committee has been tabled until February 2024

**B. Awards & Recognition Committee**

This committee needs a chairperson. Possibly Josh to help. Arctic Food Service Innovation Competition.

**IX. Member Comments and Testimony**

None

**X. Unfinished Business**

No unfinished business

**XI. New Business**

**A. Installation of Public Policy & Legislation Committee Chairperson**

The president appoints Susan Pougher as the Public Policy & Legislation Committee Chairperson. Does the Executive Board approve?

Trevor Motioned, Tiffany 2nd. All in favor. Motion passes.

**B. Food and Vendor Expo Rates**

Shall AKSNA increase the rates for the 2024 Food and Vendor Expo by $25 for Early Ptarmigan registration and $65 for Standard rates? If approved, the new rates shall be:

Tiffany motioned, Carlos 2nd. All in favor.

|  |  |  |
| --- | --- | --- |
| Booth Type \ Fee Class | Early Ptarmigan \* | Standard |
| Full Booth | $875 | $1,065 |
| Shared Booth † | $625 | $765 |

\* Early Ptarmigan rates applied to registrations complete by the 15th of December if full payment is received on or before the first Federal banking day of January  
† A shared booth is one occupied by not more than two exhibitioners who are represented by the same broker

**C. Conference Registration Fees**

Shall AKSNA raise the rates for Conference Registration by $20 for Directors and State Agency members, $15 for manager members, and $10 for employee members and eliminate the seldom-used day rate option? If approved, the Early Ptarmigan rate shall remain a 20% discount rounded to the next five-dollar increment; the new rates shall be:

Trevor motioned, Tiffany 2nd. All in favor. Motion passes.

|  |  |  |
| --- | --- | --- |
| Member Type \ Fee Class | Early Ptarmigan \* | Standard |
| Director / State Agency Member | $180.00 | $220.00 |
| Manager Member | $155.00 | $195.00 |
| Employee Member / All Other Member Types | $110.00 | $135.00 |
| Non-Members † | $240.00 | $295.00 |
| Board Members ‡ | $0.00 | $0.00 |

\* Early Ptarmigan rates applied to registrations complete by the 15th of December if full payment is received on or before the first Federal banking day of January  
† Membership determined at the time of registration  
‡ Eligible Board Members include the President, President-elect, Secretary, Treasurer, active Past-Presidents, Standing Committee Chairpersons, and Members At-Large

**D. Establishing Expo Passes**

Shall AKSNA establish a fee for persons interested in attending only the Food and Vendor Expo of $25 for adults and $10 students? If established, the rate shall be:

Tiffany motioned, Trevor 2nd. All in favor. Motion carries

Discussion. Tiffany asks about new vendors who would like to see what school expo looks like. Would need way for them to register. Situation last year with vendors coming in that weren’t registered. Possibly add industry rate. Possibly add item next meeting.

All in favor, motion carries.

|  |  |
| --- | --- |
| Attendee Type | Rate |
| Registered Conference Attendee | $0.00 |
| School District or FSMC employee \* | $25.00 |
| Student † | $10.00 |

\* No persons that are not affiliated with AKSNA, School Nutrition, or an Exhibitioner shall be permitted entry to the exhibition floor  
† Must be accompanied by an adult from the sponsoring school district

**XII. Announcements / Good of the Order**

**XIII. Adjournment**

Gavin adjourned at 2:45

The next meeting will be 14 November 2023 (note this is the second Tuesday of November)

Confirmed SNS exam