

**TEXAS ASSOCIATION FOR SCHOOL NUTRITION
SECOND BOARD OF DIRECTORS MEETING
Zoom Meeting
OCTOBER 29, 2020**

President Michael Francis called the 2nd Board of Directors Meeting of the Texas Association for School Nutrition (TASN) to order at 12:01 p.m. on October 29, 2020 via zoom.

The thought of the day was given by Michael Francis.

Michael Francis, President, welcomed all to the meeting.

Committee to Approve Minutes

Maggie Kennedy and Alexandra Grand-Molina were appointed to approve the minutes.

Summary of Electronic Votes

TASN approves the above five (5) candidates to serve as the 2020-2021 Nominating Committee.

Effective December 1, 2020, Kristy Holt be allowed to stay on the TASN Board as Area 6 Representative to complete her current term and give TASN representation in that area.

The TASN Board renew with Blue Cross Blue Shield as the insurance provider for the TASN staff for medical and renew with United Healthcare for the TASN staff, dental, life, and vision effective November 1, 2020.

Roll Call

Secretary/Treasurer, Ashlee Kane called roll. Melissa Bryan, Kristy Holt and Janet Bell were absent. 15 board members were present. A quorum was established.

Standing Rules

The board standing rules were read at the 1st Board Meeting by Karen Andrasi, Executive Director. These rules are enforced for all the meetings and will not be read and voted on at the following meetings. This takes place at the first board meeting of every year and then stands for the rest of the year.

Approve Meeting Agenda

Items were added to the agenda and it was adopted.

Treasurer's Report

The financial statement was given by Secretary/Treasurer, Ashlee Kane.

Report of Officers

Executive Committee members were given the opportunity to make oral reports.

REPORT OF EXECUTIVE COMMITTEE

Ashlee Kane, Secretary/Treasurer presented the report from the EC Meeting.

Suggested budget changes to line items were presented. Revisions based on the economy and planning for the 2021 TASN Conference. Final budget amount did not change. Approved changes will be sent out to the board via email.

REPORT OF HEADQUARTERS

Karen Andrasi, Executive Director

REPORT OF CHAIR OF AREA REPRESENTATIVES

Michelle Skiles, Chair

REPORT OF THE STANDING COMMITTEES:

Education

Lacy Willey, Chair

Industry

Mike Likovich, Chair

A motion to move that TASN booth prices remain at member in-line \$1,600 member corner \$1,700 non-member in-line \$2,050, non-member \$2,150 for the 2022 TASN Annual Conference. Motion passed.

A motion to move that the \$25.00 scholarship fund and \$275 industry night fee as part of the booth assessment for the 2022 conference. Motion passed.

Membership

John Ceballos, Chair

Public Policy and Legislation

Teresa Lane, Chair

REPORT OF OTHER COMMITTEE/SPECIAL REPORTS

None

UNFINISHED BUSINESS:

None

NEW BUSINESS/ACTION ITEMS:

Staff Retirement Benefits

Reinstate retirement benefits beginning November 1st for full time employees. It was stopped in April to reduce expenses.

Ballot Elections

It cost \$5,000 to 7,000 to run elections. Ideas were brought up to change the way elections are held to insure more candidates run. Bylaws and policy and procedures for nominations will be evaluated by the OAC. Document about the positions, the duties, nominations, and the election process will be sent out to the board to review.

Current nominations:

One candidate for VP

Two candidates for PP&L

One candidate for Area 1 Rep.

One candidate for Secretary/ Treasurer

One getting confirmation for Area 3 Rep.

Waiting on confirmation for Area 5 Rep.

Exit interviews suggested for outgoing positions held. A form will be sent out to exiting board members to help board evaluate what needs improvement and what is efficient for positions.

For the Good of Order

TASN from a Distance will be completed and posted on the website in November by the President.

ANNOUNCEMENTS

SNA SNIC January 10-12, 2021 Virtual

TASN Partnership Collaboration Summit February 17-19, 2021 Austin, TX

TASN Third Board/Committee Meeting February 15-17, 2021 Austin, TX

SNA LAC March 7-9, 2021, Washington D.C.

TASN Annual Conference June 19-22, 2021 San Antonio, TX

SNA Annual Conference July 11-13, 2021 Chicago

There being no further business, the President adjourned the meeting at 1:06 p.m.

Respectfully Submitted,

Ashlee Kane

TASN Secretary/Treasurer 2019 – 2021

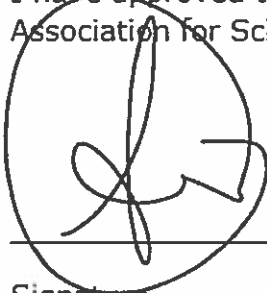
TEXAS ASSOCIATION FOR SCHOOL NUTRITION

APPROVAL SHEET FOR THE MINUTES

Second Board Meeting

October 29, 2020

I have approved the minutes of the 2nd 2020-2021 Board Meeting of the Texas Association for School Nutrition (TASN) held on October 29, 2020 via zoom.



Signature

11/5/2020

Date

Maggie Kennedy

Alexandra Grand-Molina

Please note the following correction and/or additions to the minutes:

None

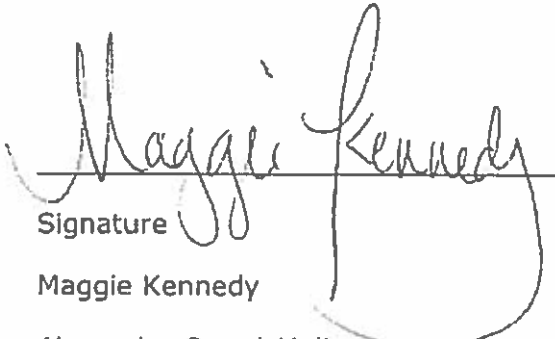
TEXAS ASSOCIATION FOR SCHOOL NUTRITION

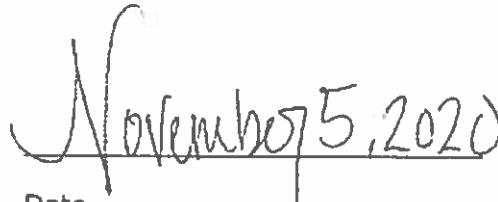
APPROVAL SHEET FOR THE MINUTES

Second Board Meeting

October 29, 2020

I have approved the minutes of the 2nd 2020-2021 Board Meeting of the Texas Association for School Nutrition (TASN) held on October 29, 2020 via zoom.


Signature
Maggie Kennedy
Alexandra Grand-Molina


Date

Please note the following correction and/or additions to the minutes:

Please scan and e-mail your approval to akane2@kleinisd.net. Thank you!



TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

October -29-2020
DATE OF MEETING

Zoom Conference Call
PLACE OF MEETING

NAME : Michael Francis

TYPE OF MEETING 2nd Board Meeting

OFFICE/COMMITTEE President

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report:

As President Elect *I have accomplished the following since the last board meeting:*

Action:

- (2) PPL Conference Call
- TASN EC/Finance Meeting
- (2) Conference Planning Committee
- Membership Committee
- Industry Committee Call
- Partnership Collaboration Meeting
- SNA Southwest Regional Town Hall



**TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form**

10-29-2020
DATE OF MEETING

Zoom
PLACE OF MEETING

NAME : Sharon Glosson

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE President Elect

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Formed 2021 Conference Planning committee and held planning meetings

Participated in legislative meetings with TASN and SNA to advocate for meal program flexibilities with USDA

Written Report:

As President Elect *I have accomplished the following since the last board meeting:*

Contacted multiple TASN members personally to encourage them to serve TASN in a committee or Board position

Shared TASN updates during Central Texas School Food Service Directors meeting – July & October 2020

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

10/29/2020

DATE OF MEETING

Cyberspace

PLACE OF MEETING

NAME : Darin Crawford

TYPE OF MEETING Board of Directors

OFFICE/COMMITTEE Vice President

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report:

As Vice President I have accomplished the following since the last board meeting:

Since the last board meeting I have participated in several zoom meetings for the Conference Committee, PP&L Committee, and Industry Committee. In addition I have planned and participated in committee meetings for the upcoming Partnership Collaboration Seminar.

I also have been actively recruiting for my replacement. While I do not have a firm commitment yet, I do have an interested candidate for the upcoming election.

As a member of the Board of Directors I have also participated in several board discussions and votes.

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

October 29, 2020

ZOOM Meeting

DATE OF MEETING

PLACE OF MEETING

NAME Melissa Bryan

TYPE OF MEETING TASN Second BOARD OF DIRECTORS MEETING 2020-2021

OFFICE/COMMITTEE Immediate Past President

Prepare in duplicate and submit one copy to the secretary (white), and one copy to Headquarters (pink). Reports should cover key activities since the last meeting.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

My report has been filed.

Written Report: (List all activities you have participated in relation to TASN since the last meeting.)

POA 2-C	Various Committee Conference/ZOOM Calls when scheduled (PP& L and EC)
POA 1-D / 2-C	July 10, 2020 attending SNA Delegates Assembly (ZOOM)
POA 3-A	Continue to reach out to area districts to promote TASN and TASN events
POA 2-C	Reach out to Industry Members to encourage partnerships with TASN
POA I-C	Continue to recruit members for Leadership positions and fill vacancies

**TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form**

10/29/2020
DATE OF MEETING

Virtual
PLACE OF MEETING

NAME Ashlee Kane

TYPE OF MEETING 2nd Board Meeting

OFFICE/COMMITTEE Secretary/Treasurer

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report: (List all activities you have participated in relating to TASN since the last meeting.)

POA 1-C Promoting and recruiting members for leadership positions
POA 2-C Various Committee Conference/ZOOM Calls when scheduled

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

10/29/2020
DATE OF MEETING

Virtual
PLACE OF MEETING

NAME Lacy Willey

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Education Chair/Education Committee

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

POA:

I-C Promoting and recruiting members for leadership positions

II-A Offering virtual classes

II-B Promoting and communicating classes for certification and recertification to be met virtually

II-B – Made recommendations to update website info

III-C Scheduling and providing paid virtual classes

IV-A Promote Education Committee focus/goals and actions in TASNews

IV-A Developing new resource for frequently asked questions regarding certification

Written Report: (List all activities you have participated in relating to TASN since the last meeting.)

July – Attended Zoom Board Meeting

August – 1st Education Committee Zoom Meeting

Aug – Actively recruiting committee members

Aug – Submitted Board Vote

September - 2nd Education Committee Zoom Meeting

Sept – Submitted TASNews Article

Sept – Instructor for TASN Education Virtual Training - Recognizing Reimbursable Meals (4hr)

Sept – Submitted Board Votes

October – 3rd Education Committee Zoom Meeting

Oct – Attended Conference Planning Committee Meeting

Various calls/emails regarding education certification, virtual classes and training

**TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form**

10/29/20

DATE OF MEETING

virtual

PLACE OF MEETING

NAME : John Ceballos

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Membership Chair

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report:

As membership chair I have accomplished the following since the last board meeting:

- Wrote an article for TASN Newsletter on staying connected via social media*
- Obtained a list of all directors/assistant directors to contact in future*

**TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form**

October 29, 2020
DATE OF MEETING

Virtual
PLACE OF MEETING

NAME : Shelly Copeland

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Chair of Organizational Affairs

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report:

As OAC Chair *I have accomplished the following since the last board meeting:*

Discussion of proposed changes to the Bylaws regarding:

Nominating Committee Composition: 12.1.1.1 – 12.1.2.1

Board Votes:

TASN HQ Staff Insurance
TASN Area 6 Representative
Nominating Committee

TEXAS ASSOCIATION OF SCHOOL NUTRITION Report Form

October 29, 2020
DATE OF MEETING

Zoom
PLACE OF MEETING

NAME : Teresa Lane

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE PP&L Chair

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report:

As PP&L Chair *I have accomplished the following since the last board meeting:*

- July 16th met with industry members to plan meetings with Senator Cornyn's office for proposed legislation (Plan of Action, Goal #4 IV-A).
- July 16th sent information for a TASN letter for members to use to meet with representatives to promote our programs, request waivers for the 2020-2021 school year, and maintain and protect USDA foods allocations (Plan of Action, Goal #4 IV-B).
- July 30th provided information for the legislation section of the TASN website regarding proposed legislation (Plan of Action, Goal #4 IV-B).
- August 3rd provided a legislative update video for the TASN website (Plan of Action, Goal #4 IV-B).
- August 6th sent information to TASN for a survey regarding fund balances in Texas Child Nutrition programs (Plan of Action, Goal #4 IV-B).
- September 9th sent in my recommendation for Jennifer Craig as the next PP&L candidate (Plan of Action, Goal #1, I-C).
- Attended a learning session with ACDA on September 30th for a Legislation Update.
- PP&L monthly conference calls via Zoom on July 14th, August 4th, September 15th and October 13th.
- Researched information at the state and national level for Child Nutrition – related political activity.
- Attended weekly TDA webinars to stay informed about current legislation at the state level.



TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

10/29/2020

Zoom

DATE OF MEETING

PLACE OF MEETING

NAME Michelle Skiles

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Chair of Area Representatives

Prepare in duplicate and submit one copy to the secretary (white), and one copy to Headquarters (pink). Reports should cover key activities since the last meeting.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

My report has been filed

Written Report: (List all activities you have participated in relation to TASN since the last meeting.)

A-1- I have e-mail a lot of people from the CAR book in different area and have been answering all kinds of question. making notes of e-mails that are no long in use.

A-C- I have been trying to recruit new leaders.

I-D- Sent out e-mail to directors outlining the benefits of their staff becoming members of TASN.

IV-B- Highlighted activities of what is going on at headquarters through TASNews.

Talked to Jaclyn about how to increase membership and the tools that might help the AR's to fulfill their POA.

Jaclyn & I finished putting together a notebook for AR's by area, county, and district, for a tool for success.

Wrote Articles for TASNews.

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

10/29/2020
DATE OF MEETING

ZOOM
PLACE OF MEETING

NAME : Alexandra Molina

TYPE OF MEETING Board

OFFICE/COMMITTEE Area 1 Representative

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

I continue to have contact with district directors and the 2 active chapters through the pandemic. Our area continues in 100% virtual instruction with all districts filing and having TEA extensions approved through minimally 11/9 for both staff in person and students. However, I have provided TASN updates through 2 virtual meetings at Region One Food & Nutrition Advisory Meetings with 49 directors and 53 respectively. While not ideal, it does allow me to address decision makers at districts, so I addressed, TASN news articles, meeting with local elected officials on importance of waivers and what TASN is doing on their behalf on that end, and letting them know that TASN appreciates their hard work.

Written Report:

As _____ *I have accomplished the following since the last board meeting:*

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

10/13/2020

Zoom

DATE OF MEETING

PLACE OF MEETING

NAME Vicky Jones

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Area 2 Representative

Prepare in duplicate and submit one copy to the secretary (white), and one copy to Headquarters (pink). Reports should cover key activities since the last meeting.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Written Report: (List all activities you have participated in relation to TASN since the last meeting.)

I am working on compiling my list to send out and email to my area introducing my self also to promote membership .

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

October 29, 2020
DATE OF MEETING

Zoom
PLACE OF MEETING

NAME : Maggie Mae Kennedy

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Area 3 Representative/OAC

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

Due to COVID-19 and the travel restrictions that have come along with it, I have not been able to make any visits. Everyone has pretty much put everything on hold for now.

Written Report:

As _____ *I have accomplished the following since the last board meeting:*

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

October 29, 2020

ZOOM Meeting

DATE OF MEETING

PLACE OF MEETING

NAME Victoria Ybarra

TYPE OF MEETING TASN Second BOARD OF DIRECTORS MEETING 2020-2021

OFFICE/COMMITTEE Area 5 Representative

Prepare in duplicate and submit one copy to the secretary (white), and one copy to Headquarters (pink). Reports should cover key activities since the last meeting.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

My report has been filed.

Written Report: (List all activities you have participated in relation to TASN since the last meeting.)

POA 2-A Worked with Education Committee developing and scheduling TASN Zoom classes

POA 2-C Submitted article for TASNews for Fall Issue

POA 3-A Attended SNAC chapter meeting online. Continue to reach out to area chapters.

On September 16th, I attended an online Teams Meeting for Allen ISD SNAC for their monthly chapter meeting. The chapter business included appointing the president-elect, nominations for committees, discussion of fundraising, and policy revisions.

I reached out to area 5 districts for articles for the Fall edition of TASNews. I am finding that many of our chapters are not responding, and will be asking for an update on how their chapter business is going during the pandemic. I plan to ask them what they are doing to keep their chapters current, or what help they may need to promote local chapter and TASN state membership. I think this would be a great article for the next TASNews.

TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form

10/19/20
DATE OF MEETING

Zoom
PLACE OF MEETING

NAME : Sharon China

TYPE OF MEETING Board Meeting

OFFICE/COMMITTEE Area 10 Rep.

Submit to the Secretary.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

My report has been filed

Written Report:

As Area 10 Rep. I have accomplished the following since the last board meeting:

N/A



**TEXAS ASSOCIATION OF SCHOOL NUTRITION
Report Form**

DATE OF MEETING – October 29, 2020

PLACE OF MEETING - Zoom

NAME Karen Andrasi, CMP

OFFICE/COMMITTEE Executive Director

TYPE OF MEETING 2nd Board Meeting

Prepare in duplicate and submit one copy to the secretary (White), and one copy to Headquarters (pink). Reports should cover key activities since the last meeting

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

- Compile information for the annual external audit
- Worked with the President, President Elect, and Vice President on the Plan of Action
- The Quarterly reports have been filed
- Board report has been filed.

Written Report: (List all activities you have participated in relation to TASN since the last meeting.)

Since the last Board Meeting in June 2020 I have participated in the following:

Attended:

- Various TASN zooms

Other items:

- Conducted staff evaluations
- Attended Conference Planning Zoom
- Attended Partnership Collaboration Zoon
- Compiling information and working with the Auditor for TASN 2019-2020 Audit.
- Completed the Quarterly Reports for the 941, SUI, FUTA and Sales Tax.
- Prepared agendas for various meetings.
- Prepared Health Insurance comparisons for Executive Committee review and BOD vote
- Prepared Board votes on behalf of the Executive Committee and Finance committee
- Still working on 2021 Freeman Contract
- Working with Kennitra on the 2021 PCS Fairmont Contract
- Worked with various staff to prepare for Kennitra's maternity leave

TEXAS ASSOCIATION FOR SCHOOL NUTRITION

Report Form

10/29/2020

DATE OF MEETING

ZOOM

PLACE OF MEETING

NAME Tatiana Marchizano

TYPE OF MEETING BOD Report/Plan of Action

OFFICE/COMMITTEE TASN Education/Training Specialist - Education Committee

Prepare in duplicate and submit one copy to the Secretary (white), and one copy to Headquarters (pink). Report should cover key activities since the last meeting.

Oral Report: (The oral report should provide only key information that you have accomplished as it relates to the Plan of Action, general information important to the membership, or a motion.)

IA - updated letter being sent out to TASN directors & supervisors in Texas. sent it out.

II B - promoted TASN classes via eblasts

III A - adding more class (zoom) options for our members

Written Report: (List all activities you have participated in relating to TASN since the last meeting.)

Since the last board meeting I have:

- ~~2020~~ Certifications/Re-certification applications
- Approved both online/~~20~~ in person classes
- Translated the Certification Handbook in Spanish
- Got serve safe certified teach/proctor
- 2020 Scholarships/awards
- Committee conference calls/planning
- Summer 2020 Managers Academy was a social distancing success