

## MESSENGER

Volume 54 No. 1 Summer 2017

Published by the Minnesota Chapter of Association of Nutrition & Foodservice Professionals

Editor: Dorothy Radermacher CDM CFPP

### Mission Statement

Position the Certified Dietary Manager  
as the expert in foodservice  
management and food safety.

### Vision

The Certified Dietary Manager  
is the cornerstone of the  
collaborative Dietetics  
Profession.

### Inside this issue:

- *Sneak Peak—Annual Conference*
- *Nominations for Awards Due  
August 30th*
- *3rd Friday of the Month is MN ANFP Connect Day*
- *Minutes of the June Board Meeting*
- *Standards for ANFP Volunteers*
- *Highlights from ACE*
- *Updated Chapter Committee Members*
- *Bylaws of MN Chapter of ANFP*

You are Invited  
Please Save the Date  
October 19 & 20<sup>th</sup>, 2017  
MEA Thurs/Friday

Check out our Websites:

<http://www.anfponline.org/events-community/chapters/chapter-pages/minnesota/home>

Or

<http://www.anfponline.org>



Minnesota Association of Nutrition &  
Foodservice Professionals



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Association of Nutrition & Foodservice Professionals

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# Chapter Leadership Team 2017—2018

## Board of Directors



**Allison Josephson CDM CFPP**  
Immediate Past President



**Shar Bengtson CDM CFPP**  
President  
2017 Fall Conference Chair



**Jessica Weisbrich CDM CFPP**  
President Elect  
2018 Fall Conference Chair



**Jeffrey Woullet CDM CFPP**  
Secretary  
Communication  
Co Chair



**Gail Schwanbeck CDM CFPP**  
Treasurer  
Finance Chair



**Deb Kahn CDM CFPP**  
Treasurer Elect  
Finance



**Erin Meine CDM CFPP**  
Awards & Recognition  
Leadership Development Chair



**Shona McCue CDM CFPP**  
Education Chair



**Kathryn Hagen CDM CFPP**  
Membership Chair



**Dorothy Radermacher CDM CFPP**  
Newsletter, Technology/  
Website



**Sue Tackaberry CDM CFPP**  
Scholarship Chair



**Lydia Kljucaricek**  
Spokesperson, Impact,  
Legislative Chair



**Sue Zins CDM CFPP**  
Strategic Planning Chair



**Doug Boser CDM CFPP**  
Vendor Co-Chair



**Collette Johnson, CDM CFPP**  
Vendor Co-Chair

Greetings Members,

Hope everyone is enjoying the beautiful weather we have had so far this summer.

The MN ANFP board has been busy with planning for our fall conference, which we will be kicking off on October 18<sup>th</sup> with the fall Board Meeting. October 19<sup>th</sup> and 20<sup>th</sup> 2017 general conference. All members are invited to attend the board meetings to observe what is being done on your behalf behind the scenes. It will be held at the Holiday Inn in St. Cloud. We will once again have 4 sessions for MN Food Mangers re-certification presented by Colleen Zenk and Jeff Woullet. If you don't need to re-certify just yet, her 4 sessions will also count towards sanitation CEU hours. We will also be having some break-out sessions.

The scholarship committee will once again be hosting a Wine and Painting Event at our fall conference. This is an excellent opportunity to network with others, and have a little fun at the same time. Please plan on attending!! Help us make this a bigger event. There will be more information about this coming out with conference registration.

Sincerely,  
Sharla Bengtson CDM CFPP  
MN ANFP President 2017-2018



Fall Conference - Sneak Peak

Wednesday October 18th

- Fall Board Meeting

Thursday, October 19th

- Fearless
- International Dysphagia Diet Standardization Initiative
- Building Flavor in Your Menu
- The Heart of the Matter
- Millennials—working with & for them
- The New CMS Regulation—Understanding & Implementing for SNF facilities
- The Iron Jen
- Vendor Expo
- Education & Career Fair
- Wine Bottle Pull
- NFEF—1/2 the Pot Board
- Canvas Color & Wine

Returns with Plank

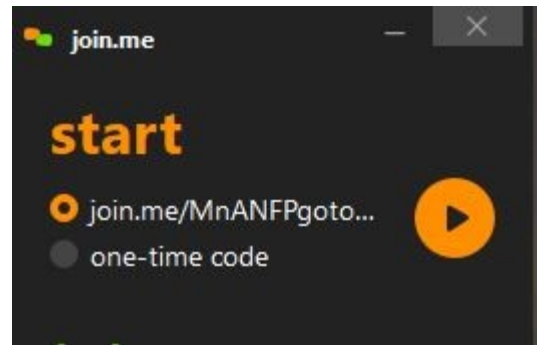
Painting



# ***Want to stay in Touch with your MN Chapter and the Board of Directors?***

The 3rd Friday of the Month is set aside as **MN ANFP Day!**

Either a board meeting is held or the group joins President Shar for a Chapter & Board Join Me Meeting Conference Call from 8 am—8:30 am. **All members are invited to audit these meetings.** If you serve on a committee or considering volunteering it's a great opportunity to learn.



**Follow Us at:**

<https://www.facebook.com/mnanfp/>

If you are on facebook, like & follow our page.



We currently are at 150...help us get to 1/2 of our membership or 235 likes & followers!!

**Fall Conference Website:**

<http://www.mnanfpfallconf.org/index.html>

Add a bookmark and check back for changes.

**Chapter Website:**

<http://www.anfponline.org/events-community/chapters/chapter-pages/minnesota/home>

Your Communications Team  
Dorothy Radermacher & Jeff Woullett



# 2017—18 MN ANFP Committee Chair & Members

## Finance Committee

**Gail Schwanbeck- Chair**  
**Deb Kahn**  
**Sonja Christensen**  
**Carie Ann Williams**  
**Allison Josephson**

## Awards/Recognition/Leadership

**Erin Meine- Chair**  
**Darcy Stueber**  
**Julie Suess**  
**Lynelle Dwyer**  
**Joseph Rocheford**  
**Julie Gluth**

## Communications

**Dorothy Radermacher- Co-Chair**  
**Jeffery Wuollet- Co-Chair**

## Education

**Shona McCue- Chair**  
**Jessica Weisbrich**  
**Tracy Madsen**  
**Colleen Zenk**  
**Mary Ryan**  
**Dorothy Radermacher**

## Membership

**Kathryn Hagen- Chair**  
**Jeffery Wuollet**  
**Barb Hunter**

## Program

**Jessica Weisbrich**  
**Julie Suess**  
**Julie Gluth**

## Regional Meetings

**Jessica Weisbrich- Chair**  
**Shona McCue**  
**Dorothy Radermacher**

## Scholarship

**Sue Tackeberry-Chair**  
**Shona McCue**  
**Sonja Kehr**  
**Monica Theising**

## Spokesman/Legislation

**Lydia Buhta-Kljucaricek- Chair**  
**Dorothy Radermacher**

## Strategic Planning

**Sue Zins- Chair**  
**Shona McCue**  
**Dorothy Radermacher**

## Vendor

**Doug Boser- Co-Chair**  
**Colette Johnson- Co-Chair**  
**Alicia Baird , Sysco - Vendor Rep**



**If you would like  
to join any of these committees  
email: [mnanfp@gmail.com](mailto:mnanfp@gmail.com)**

**Or contact: Erin Meine, CDM  
CFPP  
Email: [themaples@sjlhome.com](mailto:themaples@sjlhome.com)  
Leadership Development Chair  
or the Committee Chair**

## **Standards of Conduct for ANFP Volunteers**

Volunteering is not only fun, it is also rewarding and benefits you professionally and personally. As a volunteer, you will gain leadership skills that transfer to your professional and personal lives, foster teamwork, expand your professional network and build your resume by contributing to industry issues. While ANFP wants volunteers to learn and benefit from their experience, we also ask that they conduct themselves in a professional manner during their term while they serve as ANFP representatives.

As an ANFP volunteer, you are expected to:

Use only legal and ethical means in all association activities.

Use every opportunity to improve public understanding of role of ANFP.

Promote and encourage highest level of ethics within the industry and profession.

Refuse to engage in activities for personal gain at the expense of ANFP, the industry, or the profession

Maintain the confidentiality of privileged information entrusted or known to me by virtue of my office or appointment.

Maintain loyalty to ANFP and pursue its objectives in ways that are consistent with the public interest.

Serve all members of ANFP impartially, provide no special privilege to any individual member and accept no personal compensation from the association, a member, or a vendor except with the knowledge and consent of my association's executive board.

Always communicate association internal and external statements in a truthful and accurate manner.

Cooperate in every reasonable and proper way with allied associations' elected and appointed leaders and work with them in the advancement of ANFP, the industry, and the profession.

Recognize and discharge the responsibility of my elected or appointed office upholding all rules and regulations relating to ANFP bylaws and policies and procedures.

Maintain the highest standard of personal conduct.

Reflect pride in membership with ANFP by wearing pin and displaying certificate, if allowed by employer.



# Education Committee Chair



Our Team is looking forward to working together to address:

- ◆ Staffing and Labor Force Issues -Shortage of Staff & CDM's in the Industry
- ◆ Reviewing the Skill Set Needed to Lead a Nutrition & Foodservice Team—Do you have a Culinary Skill set with your CDM or are you looking to hire a Chef
- ◆ Expanding training to be more local to meet the needs of our members and their team.
- ◆ Maintain Chapter Champion Status with NFEF

Shona Mc Cue CDM CFPP



## Chapter Champion

### Requirements !

Iowa  
Minnesota  
North Carolina  
North Dakota  
Pennsylvania  
South Carolina  
South Dakota  
Texas  
Wisconsin

Chapters with Combined Donations of

\$400 + \$1000

MN ANFP Supports with a donation to  
the fundraiser event at ACE

MN ANFP Conducts a fundraiser at  
Fall Annual Conference

## Need to take the CDM Exam?

Testing Locations in MN

Alexandria Technical College

Anoka Technical College

Area Vo Tech Institute East Grand Forks

Chester Area Vo Tech Institute Rochester

Austin Area Vo Tech

Duluth Area Vo Tech Institute

Eveleth Area Vo Tech Institute

Hibbing Area Vo Tech Institute

Lakewood Community White Bear Lake

Little Falls Adult Evening School

Normandale Community College

South Central Technical College—Albert Lea

St Paul College

South Central Tech—Mankato

Southwest Minnesota State University—Marshall

Southwestern Vo Tech Canby

Southwestern Vo Tech Granite Falls

St. Cloud Area Vo Tech Institute

University of MN School of Public Health

Wadena Area Vo Tech Institute

## New Event this Year to Raise Funds

Join the Fun and You Could Win 1/2 the Pot of  
Cash

With a \$5 donation to the Fundraiser you could  
win 1/2 of the Cash Collected!!

If board sells out that could be \$250 for you!!

Limited to 100 entries. The more you donate the  
more chances you have!

Bring Cash to Conference and Look for Tracy Madsen, CDM CFPP



**A CDM, CFPP has achieved defined competencies in five key areas:**

Nutrition

Foodservice

Personnel And Communications

Sanitation And Safety

Business Operations

## Education Committee News!!

A group of us met with Kristina Keller, Associate Vice President of Academic and Student Affairs Dean of Business, Communication & IT at St. Cloud Technical and Community College on July 12th. The purpose of the meeting was to see if they would add a classroom CDM Course to the programs at the college. In light of the CMS changes and the crying need for CDM's in Minnesota the MN ANFP education committee felt the time was right to explore another option to train CDM's. We have been hearing from many that the online option for becoming a CDM isn't working for everyone and that administrators are begging for help in this area. Many would be interested in a classroom version somewhere in the state. St. Cloud is central and a former student there assisted us in having a conversation with the right person - Kristina Keller. Having completed the review of their program by the CBDM program reviewers, their program meets all the requirements except the Nutrition component. and our team will continue to move forward with St. Cloud Technical & Community College.



Left to right: Joyce Zimmerman, Kristine Keller, Dorothy Rademacher, Jean Mattson & Colleen Zenk

Colleen Zenk CDM CFPP  
Committee Member



### Outcomes of working with Jen McDonough (aka The Iron Jen) include:

- ~ Courageous Leader Development
- ~ Stress Reduction
- ~ Resiliency to Adapt to Change
- ~ Drama Free Cultures
- ~ Living and Leading with a Legacy Mindset



### WHO IS "THE IRON JEN"?



Some of the outcomes of working with me include empowerment to:

Adapt to change

Recover from setbacks

Reduce stress

Overcome obstacles

Build Resiliency



**We are the proud sponsor of the  
Reinhart CDM Exam Preparation Grant program offered through the  
Nutrition & Foodservice Education Foundation (NFEF)!**

This program will be awarded to students pursuing the CDM, CFPP credential. This grant covers the cost of ANFP exam study materials up to \$225.

**Fall Application Opens:**

July 12, 2017

**Application Closes:**

August 31, 2017

**Decision Date:**

September 30, 2017

**Winter Application Opens:**

September 1, 2017

**Application Closes:**

November 30, 2017

**Decision Date:**

December 31, 2017

The Foundation's Grants & Awards committee will be responsible for reviewing grant applications and selecting grant recipients.

**Application Requirements**

Applicants are required to complete an online questions form.

Learn more about NFEF at [www.anfponline.org/about-anfp/foundation/grants-scholarships](http://www.anfponline.org/about-anfp/foundation/grants-scholarships).

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## CMS releases State Operations Manual (Appendix PP)

July 5, 2017

A memorandum summary includes:

- **Revised Interpretive Guidance:** In September 2016, the Centers for Medicare & Medicaid Services (CMS) released revised Requirements for Participation under the Medicare and Medicaid Programs; Reform of Requirements for Long-Term Care Facilities rule. CMS is releasing revised Interpretive Guidance to be effective November 28, 2017

- **Revised F Tags:** The revisions to the regulations caused many of the prior regulatory citations to be re-designated. As such, CMS was required to re-number the F-Tags used to identify each regulatory part. Those new F-Tags are described here.

- **Training Resources:** CMS is providing several training resources on their website and on an MLN Connect call on July 25, 2017 from 1:30 to 3:00pm EST. Visit [www.CMS.gov](http://www.CMS.gov) or call 877-267-2323 for more information.

- **Enforcement and Nursing Home Compare Considerations:** To address concerns related to the scope and timing of the changes, CMS will be providing limited enforcement remedies for certain Phase 2 provisions and will be holding constant the Nursing Home Compare health inspection rating for one year.

Also released was the advance copy of the revisions to the F-tags and the Interpretive Guidance in Appendix PP.

CMS also posted two additional documents that are important to CDM, CFPPs.

Updated List: Federal Regulatory Groups for Long Term Care Facilities (click [HERE](#) to view)  
Phase 2 Tag Crosswalk – Click [HERE](#) to see which F Tag changes are relevant to CDM, CFPPS

For the full list of F Tag changes, click [HERE](#).

For more information regarding the CMS LTC Requirements click [HERE](#).

For questions or comments regarding the CMS release, contact ANFP Professional Development Services at 800-323-1908 or [info@ANFPonline.org](mailto:info@ANFPonline.org).



**Lydia Kljucaricek**  
Spokesperson, Impact,  
Legislative Chair



**Barbara Thomsen CDM CFPP**

Des Moines Iowa

Has chaired the Legislative

Committee of ANFP through the

CMS & Legislative Process



Welcomes New CDM

Lana Hitchin



## Why Join ANFP?



The Association of Nutrition & Foodservice Professionals (ANFP) is the nation's leading organization of professionals involved in the management of nutrition and foodservice. Our members join for many reasons, including:

- To enter a community of over 14,000 like-minded foodservice professionals.
- To obtain professional development opportunities within the foodservice industry.
- To access guidance and expertise to help develop and grow in their career.

### **Certified Dietary Manager (CDM) Program**



The Certified Dietary Manager (CDM) program is one of the most popular benefits for ANFP members. By earning your CDM certification, you will become a peer with the elite nutrition and foodservice managers in the field. Completion of the CDM program is proven way to advance your career and make an impact in the foodservice industry.

### **Member Benefits**

ANFP provides members with a multitude of benefits and resources to help them succeed in the foodservice industry.

According to members, the top three member benefits are:

1. **Nutrition & Foodservice EDGE Magazine:** Read by over 14,000 nutrition and foodservice professionals nationwide and one of the most respected publications in the industry. Make sure to visit the archive of past issues.
2. **Online Member Community:** Network and connect with peers via the ANFP member community, ANFPConnect, and discuss topics of interests or other subject matters.
3. **Professional Development:** Whether it is face-to-face events, ANFP products or services such as online courses or webinars, or always staying up-to-date with industry news, ANFP allows members the opportunity to grow and develop their skills.



**ANFP ACE & E** | Annual Conference & Expo  
LAS VEGAS, NV | 2017

June 6-9, 2017  
The M Resort, Spa & Casino



ACE Highlights



# Congressman Tim Ryan Introduces School Nutrition Coordinator Legislation

Jun 20, 2017 Issues: [Health and Wellness](#)

Washington, DC – Representative Tim Ryan (D-OH), was joined by Representatives Mark Pocan (D-WI), and Jim McGovern (D-MA) today to introduce the Nutrition Coordinators for Local Healthy Youth Act. This bill would allow qualified professionals to lead nutrition education and promotion efforts by giving districts the ability to appoint a nutrition coordinator to oversee their Team Nutrition (TN) and local wellness programs. These positions will be funded through grants given out by the US Department of Agriculture by amending the Child Nutrition Act. These programs include using innovative lunchroom strategies such as family style eating to encourage healthy decision making, developing school meal patterns that meet USDA nutrition requirements, delivering hands-on nutrition education lessons that are aligned across grade levels, and providing schools and child care providers the technical assistance they need to develop health centered environments.

“There’s no greater investment we can make than an investment in our children’s education, but we must make sure that we’re getting the most out of it. If our kids aren’t healthy and lack the basic nutrition necessary to be effective learners, no amount of money will result in success. If meaningful nutrition education is paired with access to healthy foods, we will maximize our country’s investments and have a shot to develop a generation of healthy eaters and successful learners,” **said Congressman Ryan.**

“When 20 percent of school aged children are obese and our country is losing over \$250 billion annually in diabetes related costs, it is imperative that we make improving student health and wellness a top education priority.”

“There’s no greater investment we can make than an investment in our children’s education, but we must make sure that we’re getting the most out of it. If our kids aren’t healthy and lack the basic nutrition necessary to be effective learners, no amount of money will result in success. If

meaningful nutrition education is paired with access to healthy foods, we will maximize our country’s investments and have a shot to develop a generation of healthy eaters and successful learners,” **said Congressman Ryan.** “When 20 percent of school aged children are obese and our country is losing over \$250 billion annually in diabetes related costs, it is imperative that we make improving student health and wellness a top education priority.”

“Healthy school meals are just as essential as textbooks to help children learn and succeed. And for some students, school meals are the only healthy meals they eat all day,” **Congressman Jim McGovern (D-MA) said.** “This bill will build on the success of school meals by increasing nutrition education and encouraging students to develop the healthy eating habits that will help them succeed in school and for years to come. I am proud to join this bill with Congressman Tim Ryan and urge all of our colleagues to join us in investing in the health of our students.”

“This bill is an opportunity for school districts to hire a nutrition coordinator who will build on the work of wellness committees and school nutrition directors to improve healthy school environments. As a school nutrition director myself, I know that employing a school nutrition coordinator would help many districts create more opportunities for children to learn about the healthy food that is being served in cafeterias and to promote physical activity during and outside of school. This bill supports the development of children’s lifelong healthy behaviors that will improve educational attainment and decrease diet-related chronic disease,” **said President of the Academy of Nutrition and Dietetics Donna S. Martin, EdS, RDN, LD, SNS, FAND.** “FoodCorps service members are in schools helping students get excited about healthy food and where it comes from. We’ve seen that the presence of dedicated staff in a school can have a profound impact



on healthy eating; students who get more of our hands-on learning like cooking and gardening lessons eat triple the amounts of fruits and vegetables at meal time. This legislation would help more schools have that hands-on learning that directly impacts how much healthy food kids will eat," **said Kumar Chandran, Policy Director, FoodCorps.**

"The National Farm to School Network welcomes Representative Ryan's introduction of the Nutrition Coordinators for Local Healthy Youth Act, which will establish Nutrition Educators in school districts across the country. Nutrition education is one of the three core elements of farm to school, and a proven approach to ensuring that children learn about where their food comes from and build lifelong healthy eating habits. This bill expands school capacity to successfully integrate experiential nutrition education into the curriculum. We look forward to working with these Nutrition Educators to grow a generation of healthy and informed eaters," **said Maximilian Merrill, Esq., Policy Director, National Farm to School Network.**

This legislation is endorsed by: The Academy of Nutrition and Dietetics, Vetri Community Partnerships, Laurie M. Tisch Center for Food, Education & Policy, Teachers College Columbia University, Food Corps, American Heart Association, SHAPE America, The Food Trust, and the Farm to School Network.

June Board Meeting

June 16, 2017

Talahi Nursing Home, St. Cloud, MN

Members present: Allison Josephson, Dorothy Rademacher, Sue Tackaberry, Gail Schwanbeck, Deb Kahn, Shar Bengtson, Erin Meine, Jessica Weisbrich, Lydia Buhta-Kljucaricek, and Sonja Christensen

9:25am Meeting called to order by Immediate past president Allison Josephson

- Allison installed Shar Bengtson as 2017-18 President. Shar then installed the remaining members of the board.



June Board Meeting Minutes (continued)

- Erin read minutes from April board meeting held at the ANFP regional meeting in Bloomington.
  - Gail gave treasurers report-all accounts have been switched over to the Credit Union in St. Cloud. Gail is working with her finance committee to set up a financial audit prior to July 1<sup>st</sup>—update: this is being held in Cannon Falls on June 28<sup>th</sup>. They are also looking at new online payment options.
  - Shar went over the first part of the Biannual Chapter Achievement Report due on July 15<sup>th</sup>.
  - Some discussion revolved around getting the CDM course in colleges due to the new CMS requirement. Jessica W has some contacts within MSU-Mankato and SW Technical College in Mankato, and will reach out to them regarding this.
  - Committees have been asked to develop a budget and bring to the next board meeting for board approval.
  - By-laws were reviewed and it was discovered that the membership had voted on changing the fiscal year and electing a treasurer-elect position, but by laws weren't updated. Chapter by-laws will be updated to reflect this change.
  - Monthly conference call will continue on the third Friday of the month with the next call on July 21<sup>st</sup>
  - It was discussed to host a wine pull event at our fall conference during the vendor show, as a fundraiser for the Education fund. There was a motion made by Jessica to purchase corkscrew trinkets, and seconded by Sonja C. Board members are asked to make a donation of wine to this event.
  - Shar shared what speakers she has for the fall conference. She is still looking for a couple more. There will not be an opening speaker on Thursday am. Keynote speaker will present closing on Friday and a break-out session. Motion was made by Dorothy R to approve the cost of this speaker, second by Sonja C
  - Motion was made by Jessica to have the cost of business cards come out of the Communication and Technology budget, second by Erin.
  - Scholarship committee has not received any scholarship applications yet. Their painting fundraiser this year will be painting a plank.
  - Vendor show has 8-9 committed vendors so far
  - Next board meeting will be held on Wednesday, Oct 18<sup>th</sup> @ the Holiday Inn in St Cloud. Time to set yet
- Meeting adjourned at 2:00pm

BY-LAWS OF THE MINNESOTA  
ASSOCIATION OF NUTRITION &  
FOODSERVICE PROFESSIONALS

Date: 1995-1996  
Revised: January 2001, October 2010, October  
2011, July 2014, July 2017

ARTICLE I NAME

The name of this organization shall be the Minnesota ASSOCIATION OF NUTRITION & FOODSERVICE PROFESSIONALS (herein after referred to as MN ANFP).

NOT FOR PROFIT: Dietary Managers Association shall be organized under the General Not for Profit Corporation Act of the State of Illinois. (This is where the national legal umbrella is physically located.)

ARTICLE II – PURPOSES AND MISSIONS

**Vision**

The Certified Dietary Manager is the cornerstone of the collaborative Dietetics profession.

**Mission**

Position the Certified Dietary Manager as the expert in foodservice management and food safety.

The purposes of this Association shall be as set forth in the Articles of Incorporation of National ANFP.

to encourage and assist the development of the profession and to advance the skills of managing and/or directing of food service operations and as otherwise permitted by the laws of the State of Illinois.

Promote proper nutrition among the clients that Dietary Managers serve.

ARTICLE III MEMBERSHIP AND DUES

Those who meet the criteria of active membership in the National ANFP and have chosen dual status are voting members of MN ANFP. Active members are entitled to all rights and privileges and obligations which active membership imply and may hold office. Associate and student members are not entitled to vote and may not hold state office. A portion of the association membership dues are returned on an annual basis to the state as a rebate from the National ANFP. The MN ANFP State Board of Directors shall determine the dispersion of these funds.

ARTICLE IV GOVERNANCE

Ultimate authority for the organization lies with the membership. **There shall be a minimum of one (1) meeting of the general membership annually. This meeting shall be held at the time of the fall conference.**

The MN ANFP Board of Directors shall exercise the powers of the general membership permitted by the by-laws and following the policy & procedure manual between meetings of the general membership. The MN ANFP Board of Directors shall consist of these selected officers; namely President, President-Elect, Secretary, Treasurer, Treasurer – Elect, Past- President and Directors at Large who serve as committee chairs. There shall be no salaries for members of the Board of Directors.

Terms of Office & duties of the officers shall be defined in the Policy & Procedure Manual.

A Minnesota Member serving on a National Board or Committee shall serve as an advisor to the MN Board of Directors.

**Any member of the Board of Directors unable to attend a meeting shall send a report to the President.**

Any vacancy that may occur on the Board of Directors, or in an office other than the presidency, may be filled by a majority vote of the remaining members of the Board of Directors for the unexpired term. In the event of a vacancy in the office of the President, the President-Elect shall assume the office for the remainder of the term.

ARTICLE V ELECTION

All active members of the state must be extended a vote annually for the members of the Board of Directors. For procedure see the MN policy & procedure manual.

ARTICLE VI MEETINGS

There shall be a minimum of one (1) general membership meetings per year to transact the business of the MN ANFP and to provide continuing education. MN Regional meetings are available to also provide continuing education & networking. The general meeting shall be held following the National ANFP Annual Meeting and prior to November 1st each year. The State Board of Directors may call special meetings.

Written or printed notice of the membership meetings, setting the place, date and hour of the meeting shall be sent to each member of MN ANFP not less than fifteen (15) days prior to the date of said meeting. Notice of membership meetings shall be included with the registration brochure.

Meetings of the State Board of Directors may be held within the borders of MN at such time and the Board of Directors shall be held each year, one at the state conference and the other three quarterly.

ARTICLE VII QUORUM

The quorum of MN ANFP shall be a majority of the members attending the membership meeting. The Board and Committee Chair shall be at least 5 members.

## ARTICLE VIII PROCEDURE

Robert's Rules of Order shall constitute the parliamentary authority for the conduct of meetings of MN ANFP when not in conflict with these bylaws.

## ARTICLE IX FISCAL YEAR

The fiscal year of the Association shall begin on the first (1st) day of June each year and end on the thirty first (31) day of May of the succeeding year. Changed 7/14 by membership vote.

## ARTICLE X DISSOLUTION

**Section 1. ASSOCIATION:** By two-thirds (2/3) action of the Executive Committee, the State Association may be dissolved. In the event of such dissolution, the Executive Committee, after paying or making provision for the payment of all the liabilities of the State Association, shall dispose of all its assets to ANFP as an exempt organization under Section 501 (c)(6) of the Internal Revenue Code of 1985 (or the corresponding provision of any United States Internal Revenue Law as determined by the Executive Committee).

**Section 2. PROHIBITED ACTIVITIES:** No part of the net earnings of the State Association shall insure to the benefit of or be distributable to its members, officers, directors or other private persons, except that the State Association shall be authorized and empowered to make payments in furtherance of the purposes set forth in these bylaws. The State Association shall at no time take part in any political campaign on behalf of any candidate for public office. Notwithstanding any other provision of those bylaws, the State Association shall engage in no activities which would preclude it from continuing to qualify as an exempt organization under Section 501 (c)(6) of the Internal Revenue Code.

## ARTICLE XI AMENDMENTS

Any proposed amendments to these By-Laws shall be approved by majority action of the State Board of Directors before being presented to the general membership for a vote. These By-Laws can only be amended by the affirmative vote of the majority of the active members voting.

## ARTICLE XII EFFECTIVE DATE

These By-Laws shall replace any and all existing By-Laws and become effective in all parts as of July 1, 2014.

MINNESOTA ANFP WAS AFFILIATED WITH THE NATIONAL DIETARY MANAGERS ASSOCIATION ON MARCH 6, 1969.



Pride in Foodservice Week  
February 5 - 9, 2018

This recognition week applauds nutrition and foodservice professionals and other members of the dietary team for their hard work and dedication on the job. Celebrating its 27th year in 2018, Pride in Foodservice Week will be celebrated in facilities across the country in various inventive ways.

If you would like to be a part of the MN Chapter Celebration Plan send an email to [mnanfp@gmail.com](mailto:mnanfp@gmail.com)

Subject:

I want to help plan the 2018 MN Celebration.

No travel time will be incurred. Will be planned via email & conference calls.

