



Minnesota ANFP Board Meeting
March 30, 2023 10 AM - 2 PM
Core Foodservice Office
7115 Northland Terrace N Suite # 400, Brooklyn Park MN

MINUTES

Attendees: Marj Smith, Jessica Weisbrich, Colleen Zenk, Dawn Nickelson, Jeff Wuollet, CarieAnn Williams, Bea Peterson, Kristi Salisbury, Allison Josephson, Kathryn Hagen
Auditing: Paige Kort, Jillian Gessell (new volunteers)
Absent: Dorothy Rademacher

Time	Agenda Item	Presenter
10:00 AM	Call to Order, General Announcements <ul style="list-style-type: none"> o Introductions & Welcome to auditing members 	Marj Smith President
10:05 AM	Secretary's Report <ul style="list-style-type: none"> o No Additions or Corrections to Minutes from Jan 6, 2023 o Secretary's minutes approved 	Colleen Secretary
10:10 AM	Treasurer's Report – Full report included at end of minutes <ul style="list-style-type: none"> o Report on Balances in Bank Accounts <ul style="list-style-type: none"> o \$27,250.19 in Checking Accts (Bremer & CU) o \$16,561.74 in Savings at Bremer + \$10.75 at CU o \$43,822.68 Total o Review of Payments Issued since Jan mtg (see full report) o Presentation of any outstanding board or chapter expenses o Treasurer's Report Approved o Dawn will submit April 2023 Bank Statement to ANFP by deadline of May 31 	Dawn, Treasurer
10:20 AM	Committee Reports <ul style="list-style-type: none"> • Education <ul style="list-style-type: none"> o Good response at Leading Age; nearly 200 registered for gift card; team followed up with visitors to establish connections o Jeff summarized the online chef's seminar he led; several MN members participated o Fall Conference date is October 12-13 at Park Event Center in St. Cloud <ul style="list-style-type: none"> ▪ Same contract as previous meeting. Will adjust meals to better accommodate vendor show ▪ Paige Kort (new) will assist Jeff with program planning ▪ Jeff reviewed what ANFP is offering at regional meetings for ideas; would like to have fresh topics ▪ Other topic ideas (send ideas to Jeff) <ul style="list-style-type: none"> • Presentation of new CBDM Competency Model for CEUs (Effective June 1, 2023) • Mental Health • Sustainability o Discussion of Grant Opportunity for Culinary Training at St. Paul College <ul style="list-style-type: none"> ▪ Email sent to members ▪ Concern about short notice to apply and timeline between application and classes o Comments on success of FCSP program and donation to Urban Roots o Upcoming Educational Opportunities 	Jeff Jessica Board discussion All Dawn Bea Jeff & others

	<ul style="list-style-type: none"> ▪ Discussion of attendance at Milwaukee Spring Regional; low registration thus far ▪ Consultant Dietitians Free Webinar and Social/Networking Event - May 17th 3-5pm Fat Pants Brewery Eden Prairie <ul style="list-style-type: none"> • IDDSI – Keeping it simple and safe! Margene Reno, MS, RD (1 CEU) <ul style="list-style-type: none"> • Vendor <ul style="list-style-type: none"> ○ Conference date (Oct 12-13) doesn't conflict with any known fall Vendor shows or sales meetings ○ "Save the date" notice will be sent to all previous vendors by May 1 (Colleen will do) ○ Email communication works well for vendor signup; will be able to pay exhibit fee online via CC or PayPal or send check to Treasurer if necessary • Awards/Recognition <ul style="list-style-type: none"> ○ Submitting 2 award recipients to ANFP for consideration of a national award ○ Chapter Awards for 2023 – updates ○ Promote in upcoming newsletter <ul style="list-style-type: none"> ▪ CDM Spotlight (CDM of the Year) ▪ Dining Distinction (Dept of the Year) ▪ Ambassador (Administrator, Vendor, or another non-member) ▪ Horizon (CDM of less than 5 years) ○ Volunteer Recruitment for Leadership Positions <ul style="list-style-type: none"> ▪ Have several good candidates ▪ Slate to be announced by April 15; comment or objection to be submitted by April 30; board to vote/confirm slate May 1 • Scholarship <ul style="list-style-type: none"> ○ Guidance from National ANFP not yet received ○ Discussion on how to refocus funds – usage for educational sessions supported • Communications <ul style="list-style-type: none"> ○ Next Newsletter drafted – to be sent mid-April <ul style="list-style-type: none"> ▪ Using Canva – works well ▪ Discussion of Items to include in next issue <ul style="list-style-type: none"> • Thank you to volunteers • Membership longevity • Recognition of new members ○ Technology Updates <ul style="list-style-type: none"> ▪ Chapter website at ANFP online has been updated; <ul style="list-style-type: none"> • Colleen will upload newsletter and meeting minutes in April ▪ ANFP Connect has been updated ▪ Chapter Home pages to be revised soon ▪ New Compliance Pages on ANFP website (by type of facility) ○ Social Media <ul style="list-style-type: none"> ▪ Colleen added as administrator on FB account ▪ Postings on FB and LinkedIn going well ○ ANFP Report due April 30 (Jeff to complete) • Membership <ul style="list-style-type: none"> ○ Member longevity and milestone recognition on ANFP pages; <ul style="list-style-type: none"> ▪ Recognize in newsletter but add clarification to indicate member's name appears at milestone years (5, 10, etc.) only ○ State list on chapter page (as of 2017- not recent) ○ Report due April 30 (Kathryn to complete) • Government Affairs/Brand Ambassador <ul style="list-style-type: none"> ○ Additional State Funding for LTC is not included in Governor's budget plan as is; facilities and associated groups are rallying at Capitol 	<p>Bea</p> <p>CarieAnn</p> <p>Kristi</p> <p>Jeff Sherry</p> <p>Colleen</p> <p>Jeff</p> <p>Kathryn</p> <p>Colleen</p>
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	<ul style="list-style-type: none"> ○ Award report has not been updated to reflect BA role as was previously reported; will update for 2023-24 membership year ○ Report due April 30 (Colleen/Dorothy to complete) ● Workforce Development <ul style="list-style-type: none"> ○ ANFP Apprenticeship update; all inquiries to be referred to Lisa Feltz at ANFP ○ More discussion about culinary training offering at St. Paul College (see Education committee report) ○ Members participating in Career Fairs <ul style="list-style-type: none"> ▪ Jessica at New Ulm & Sleepy Eye Schools ▪ Dorothy at north metro schools ▪ Jessica spoke to Food, Nutrition and Dietetic students at Minnesota State Univ., Mankato ▪ Marj connecting with ACF to present CDM as a career path ● Strategic Plan – nothing to report at this time 	<p>Colleen Reporting for Dorothy</p> <p>Allison/Marj</p>
12:00 PM	Lunch – provided by CORE – Thanks!	
12:30 PM	<p>Old Business (ongoing from January meeting)</p> <ul style="list-style-type: none"> ● Recruitment of Leadership Positions – have volunteers for next year’s leadership team <ul style="list-style-type: none"> ○ Used Google Docs as recruitment tool ○ Board members continuing (or not) in committee positions are to notify Jess if haven’t done so already ○ New board members have been recruited ● Update on progress of Chapter Goals for 2022-23 <ul style="list-style-type: none"> ○ Partnership with Leading Age <ul style="list-style-type: none"> ▪ “Safe Care for Seniors” ▪ Dietary safety poster distributed at Leading Age ○ Marj has been in conversation with ACF, but no date scheduled for presentation ● Exhibit Materials Ordered <ul style="list-style-type: none"> ○ A tablecloth and banner with ANFP logo were purchased and used at Leading Age. Positive comments on booth display ○ Jeff will store exhibit materials as he is centrally located; will maintain a record of who borrows them to avoid loss ● Diamond Award Submission – Due April 30 (Jessica) <ul style="list-style-type: none"> ○ Using Dietary Safety project for submission <ul style="list-style-type: none"> ▪ Dawn secured permission for video use ▪ Jessica to take lead for completing application ▪ Communications, Membership and Gov’t Affairs are to send reports to Jess before deadline for her review and to support our chapter application ● State Achievement Award – due April 30 <ul style="list-style-type: none"> ○ Marj to complete ○ Bonus points for submitting all reports (Communication, membership & Gov’t Affairs) are to be added to communication report tally ● Policy updates approved at January meeting were included in document uploaded January 15; new volunteers will be sent bylaws and policy manual as soon as slate is approved (May 1) 	<p>Jessica Jeff</p> <p>Marj & others</p> <p>Jeff</p> <p>Jessica Marj</p> <p>Marj</p> <p>Colleen</p>
1:00 PM	<p>New Business</p> <ul style="list-style-type: none"> ● Slate process for selection of new board and timeline for publication and approval was reviewed <ul style="list-style-type: none"> ○ Jeff to develop flyer announcing slate to members; Colleen will proof and send to members from MN ANFP Gmail account ○ Slate sent to members by April 15 ○ Time for comment/objection until April 30 ○ Approval by board May 1 	<p>Board members</p> <p>Jeff</p>

	<ul style="list-style-type: none"> <ul style="list-style-type: none"> ▪ Committee chair positions to be finalized at June meeting if not before ○ New board will be installed at June board meeting; begin term on June 1 • Upcoming Meetings/Conferences/Recognition <ul style="list-style-type: none"> ○ Careers in Aging Week – March 26-April 1 <ul style="list-style-type: none"> ▪ Careers in Aging Week (leadingage.org) ○ ANFP Member Appreciation – April 3-7 <ul style="list-style-type: none"> ▪ A few videos thanking our members will be posted on Facebook and a thank you email will be sent. ○ ANFP Spring Regional Mtg – Milwaukee April 20-21 <ul style="list-style-type: none"> ▪ Discussion points about low attendance/location and cost were shared, MN members on national board will bring this back to national board for consideration. ○ ACE New Orleans – June 25-28 <ul style="list-style-type: none"> ▪ Incoming President (Jess) and Immediate past President (Marj) are official delegates ▪ Since Marj is on the national board, her expenses will be covered by ANFP; MN ANFP will cover Jessica’s expenses. ▪ MN ANFP will cover airfare and 2 nights of hotel for any MN Chapter member or associate that receives a national award at ACE as long as finances allow. ▪ Any other board members who wish to attend should contact Marj and/or Jessica. Some financial support may be provided by the chapter. ▪ MN ANFP will provide an Amazon gift card (value \$100) for the NFEF silent auction at ACE. ○ ANFP Fall Regional Meeting – Sept. 28-29 <ul style="list-style-type: none"> ▪ Costa Mesa CA • Other member news <ul style="list-style-type: none"> ○ National positions to be filled by MN ANFP members <ul style="list-style-type: none"> ▪ Dorothy Rademacher will assume the chair position for NFEF; Shona McCue will continue as immediate past chair ▪ Marj Smith is incoming Treasurer ○ Personal news <ul style="list-style-type: none"> ▪ Shona McCue has relocated to North Carolina – we wish her well ▪ The board and membership offer our condolences to Bea Peterson on the recent loss of her husband. • Next Meeting Date & Location will be determined by incoming president, Jessica Weisbrich 	All
2:00 PM	Adjourn – 1:32 pm	