



## Chicago Section IFT the First Section

# Chicago Section IFT Executive Committee Meeting Minutes

Date: April 11, 2011

Place: Burr Ridge Marriott – Burr Ridge, IL 60527

Time: 3:30 – 5:00PM

Editor's Note: These Executive Committee minutes are provided for early member information, but are not yet approved and are subject to correction

Secretary's Note: Reports submitted were submitted during the EXCOM meeting. They are not a part of the minutes published in the newsletter. Reports are available upon request.

**Attending Officers:** Uwe Nienaber, Pamela Vaillancourt

**Executive Committee:** Krista Ruhnke, Matt Hutchinson, Linda Kragt, Dean Lustig, Linda Perucca, Jan Miller, John Schuette, Vijay Arora

**Committee Chairs:** Zuoxing Zheng, Mike Carson, Jim Anderson, Mona Reinhard, Sanford Wolgel, Gary Wills,

**Guests:** Gerald Bard, Dean Duxbury, Glen Connick, Atul Gandhi, Manoj Shah, Lauro Arias,

**Staff:** Marty Roth

**Call to order** Meeting called to order at 3:30 PM **Pamela Vaillancourt**

**Approval of Previous Minutes** **Matt Hutchinson**  
With two corrections: Correct spelling of Bill Becht's name and correct spelling of Burr Ridge Marriott.

**Chair Elect Report** **Uwe Nienaber**  
No report.

**Treasurer's Report** **John Smith**  
Report was submitted. . It was investigated and reported to the ExCom that the IRS does not require external audits of a 501(c)(6) corporation, which is the classification of CSIFT. However, as a matter of jurisprudence, we should still have them done. The By-Laws currently state every three years, but it has been recommended by our current auditing firm that every two years would be more cost-effective. A proposal regarding regular external audits every second or third year will be put before the ExCom at the next meeting

**CSIFT Business Office (IAMI) Report** **Lynnda Nelson**  
Report was submitted.



## Chicago Section IFT the First Section

### New Business

Strategic Leadership Forum will be held during the IFT Annual Meeting & Food Expo in New Orleans this year. We are looking for a new professional and a ExCom member to attend, along with the Chair-Elect.

IFT offers insurance riders to sections for special events, such as Suppliers Night and Golf Outings. It was recommended we look into taking advantage of this service for our events.

Executive Session: It was agreed to renew our contract with IAMI for a 2-year period. Motion seconded and carried.

### Awards

Diane Dawson

Report submitted. The committee is rewarding two individuals for Outstanding Service to the Chicago Section with approval of the officers. We discussed that CSIFT does not have as many member awards as many other sections of IFT. Pam Vaillancourt, as Awards Committee Chair next year, will investigate best practices of other sections and recommend new ideas for increasing the recognition of member participation in CSIFT.

### By-Laws Committee

Mona Reinhard

Mona Reinhard reported that the newly-passed changes to CSIFT by-laws need to be reported to IFT. She will make sure it is completed.

### Hospitality Committee

John Chambers

Report submitted. There was a tour of Sara Lee, a resume-building session, and the ever-popular speed-networking session. A total of 47 students signed up from 3 section universities. A gift bag was provided to all students with a portfolio binder provided by CSIFT and additional items donated by local food companies.

### House Committee

Matt Hutchinson

There are 118 registered attendees – 47 students and 73 members. Next month will be at the Intercontinental O'Hare in Rosemont on May 9th. EXCOM has agreed to pay a \$500 fee to cover unlimited parking in the hotel parking garage. There is a supplier sponsor for April and May.

It was noted that industry attendance is often lower than normal when meetings are held further south, and it was felt that many members involved in sales don't attend Student Night as frequently. A task force was formed to discuss improving attendance at Student Night next year. Task Force volunteers consisted of: Jerry Bard, Zuoxing Zheng, Dean Lustig, Jim Anderson, Vijay Auror, and Manoj Shah.

A side discussion emerged regarding the training of student volunteers during Suppliers Night and assisting at the section's booth. Often they are unprepared to answer basic questions. It was recommended they participate in an orientation.



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### **Long Range Planning Committee**

Atul Khare/Gerald Bard

Information regarding the upcoming USP/FCC Forum will begin going out in the next newsletter and advertised on the CSIFT website. It will cost \$35/person to attend.

A new proposal to have a morning technical program on Intellectual Property to be held at Dominican University on June 22, 2011. There was a request for financial assistance to cover costs. It was felt that we should consider raising the fees to attendees to cover the costs. A revised proposal will be presented at the next meeting.

### **Marketing Committee**

Dean Lustig

Resonate wants to give a presentation at our next meeting to show us their services and how they can help us.

### **Membership Committee**

John Schuette

Report submitted. A list of IFT members that live in the geographic section, but are not CSIFT members, was compiled. There are approximately 600-700 potential members to reach out to. The list will be posted to a secure area of the website for ExCom members to review for accuracy before contacting them.

### **Members in Transition Committee**

Sanford Wolgel

Report Submitted. The afternoon workshop today was attended by 16 people. 4 new CSIFT memberships were generated from the event. It was felt that highlighting this event in a separate email blast from the regular dinner meeting invite boosted awareness and attendance.

### **Newsletter Committee**

Anna Lovis

Report submitted. Articles are due to Anna Lovis by April 14th.

### **Tanner Committee Report**

Zuoxing Zheng

Report submitted. . "Save the Date" fliers will be handed out tonight. Information has been provided to IFT for advertising in Food Technology and on their website.

### **Young Professionals Committee**

Michael Carson

The event at the Greater Chicago Food Depository was a success. There were 30 people in attendance, which is the maximum allowed per group. It will probably be repeated next year. A "Thank You" was given to all those that showed up and helped out.

### **Program Committee**

Uwe Nienaber

No Report.



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**Scholarship Committee**  
No report.

Marla Jo Todd

**Suppliers Night Committee**  
No report

Joe Stout

**Nominating Committee**  
No report.

Diane Dawson

**Finance Committee**  
No report.

Luci Landberg Maass

**Host Section Activities Committee**  
No report.

Linda Perucca

**Website Committee**  
No report.

Open

**C-Far Committee**  
No report.

Nate Matusheski

**Golf Outing Committee**  
No report.

Mike Hosler

**Communication Committee**  
No report.

Susan Nielsen

**Historian Committee**  
No report.

Dave LeVally

**Auditing Committee**  
No report.

Thomas Gush

**Continuing Education Committee**  
No report.

Terry Cummings

**Directory Committee**  
No Report.

Bill Becht

**Employment Committee**  
No report.

Gary Willis



## Chicago Section IFT the First Section

**Minuteman Committee**  
No report.

James Anderson

Motion to adjourn meeting at 5:10 PM – The motion was second and carried.

**Submitted by: John Chambers  
CSIFT Secretary**