

# AFFILIATE COUNCIL MINUTES

IAFP 2009 – Sunday, July 12, 2009  
Grapevine, Texas

## AFFILIATES PRESENT:

### North America

Arkansas	Steve Ricke
Alabama	Tom McCaskey
Alberta	Lynn McMullen
Associated Illinois	Dennis Gaalswyk
Carolina	Steve Tracey
California	John Bruhn
Capital Area	Jenny Scott
Florida	Peter Hibbard
Georgia	Tori Stivers
Indiana	Helene Uhlman
Metropolitan	Don Schaffner
Michigan	Lynne Madison
New York	Steve Murphy
Ohio	Gloria Swick-Brown
Ontario	Michael Cassidy
Pennsylvania	Eugene Frey
Southern California	Margaret Burton
Texas	Fred Reimers
Upper Midwest	Dan Erickson
Washington	Stephanie Olmsted
Wisconsin	Randy Daggs

### International

Australia	Ian Jenson (with apologies from Deon Mahoney)
Brazil	Maria Teresa Destro
Colombia	Jairo Romero
Dubai	Bobby Krishna
New Zealand	Roger Cook
Portugal	Laurentina Pedrosa
United Kingdom	David Lloyd

**Board Members and IAFP Staff Present:** Gary Acuff, Stan Bailey, Vickie Lewandowski, Lee-Ann Jaykus, Isabel Walls, Katie Swanson, David Tharp, Lisa Hovey and Leilani McDonald.

**Visitors/Guests Present:** Elaine De Martinis, Brazil; Christina Wilson, Ohio; Judy Greig, Ontario; Eric Martin, Zeb Blanton, and Kristin Boncaro, Florida; Joseph Odumeru, Ontario; Bruce Steege, Minnesota and Carl Custer, Capital Area.

**Meeting Called to Order:** 7:08 a.m., Sunday, July 12, 2009.

**Recording Secretary of Minutes:** Dan Erickson.

**Call to Order:** The meeting was called to order at 7:08 a.m. by Affiliate Council Chair Roger Cook. There were 48 members and guests present. The agenda was approved with two items added to new business. (So moved and seconded.)

**Report from Affiliate Council Chairperson:** Roger Cook announced and acknowledged the 2009 Affiliate Award winners, and announced new Affiliates from Arkansas, Colombia and Hungary. He individually acknowledged those Affiliates whose accomplishments earned them high rankings in the selection process, noting that the jury choice was difficult due to the overall high caliber of submissions. He noted the receipt of 35 Annual Reports for 2008 and congratulated Affiliates for their extensive preparation and concise reporting. He thanked Leilani McDonald, Affiliate Staff Liaison, for her exceptional work with Affiliate Council administration and the *Affiliate View*, and expressed gratitude for her “rock solid” support through a trying year. Roger also expressed gratitude to Dan Erickson, Affiliate Council Secretary, for standing in for missed Executive Board meetings due to injuries suffered in a terrible ski accident late last year; and to the Affiliates for their support and fellowship during his recovery.

**Report from IAFP President:** Stan Bailey presented the 2009 President’s report highlighting the IAFP activities of the past year, and was thanked for his detailed report. Affiliate Council members were invited to ask questions concerning activities of Board actions and details involved with the launch of the IAFP Press.

**Report from the IAFP Office:** David Tharp, Executive Director, presented the 2009 Office report.

**Report from the IAFP Affiliate Liaison Staff:** Leilani McDonald also thanked Affiliates for their Annual Reports, noting that she had received 35 for 43 Affiliates (81%). Leilani pointed to many activities regarding IAFP’s support of Affiliates:

1. **Affiliate Membership Promotion.** Affiliate Membership is being encouraged through advertising in *FPT*. A special postcard-size advertisement, available at the Affiliate booth, is also now provided as an insert in the IAFP Membership marketing brochure. The Executive Director’s article in July 2009 *FPT* also encouraged Affiliate membership.
2. **Monday “Speed Meeting.”** Tables have been designated for Affiliate discussions to take place during the Monday lunch break in the Exhibit Hall.
3. **Affiliate Annual Reports to IAFP.** The Annual Report deadline is for those Affiliates wishing to be considered for one of the five Affiliate Awards. The Reports, which are a requirement of affiliation, may also be filed past the deadline. When submitting the Report, please be reminded to provide the original and three copies for jury review. If filing electronically, IAFP will copy for the jury a maximum of 10 pages of photos/attachments beyond the base report pages. Affiliates seeking the highest quality visual presentation should send four bound copies by mail (one is retained by the IAFP office). In the spirit of “going green,” simple yet thorough submissions are encouraged.
4. **Affiliate Meeting Support from IAFP.** IAFP’s provision of support materials for Affiliate meetings will be simplified. When offering the materials, Leilani and the meeting contact will determine the type and quantity

to be provided. Note that IAFP's journals, Membership brochures, Annual Meeting brochures, and the Membership certificate are standard provisions. Affiliates will also be offered the IAFP PowerPoint slide show used by the Executive Board Speaker program. This slide show is updated yearly following the IAFP Annual Meeting.

**Election of the Affiliate Council Secretary:** Roger Cook announced that David Lloyd of the United Kingdom Association for Food Protection received the sole nomination for Affiliate Council Secretary. (So moved and seconded.) David Lloyd was voted by acclamation.

**New Business:**

1. **Affiliate Networking Events.** Discussion included this year's "Speed Meeting" during Monday lunch and a proposed "Affiliate networking room" for IAFP 2010 and beyond. Provision of a networking room would encourage large Affiliate gatherings and technical presentations on business tools, etc.
2. **FAQs for Affiliates.** A frequently asked question (FAQ) section is to be developed for the Affiliate Web pages on the IAFP Web site. Leilani will work with the Chair, Secretary, Past Chair and willing Delegates to coordinate this task.
3. **Table Themes for the Awards Banquet.** Affiliates are encouraged to develop themes for their tables at the annual Awards Banquet, but this would be an informal project.
4. **Status of Established Affiliate Organizations.** New Affiliates from Arkansas, Hungary, and Colombia were welcomed. The Tennessee and Mississippi Affiliates have

been removed from the list of recognized Affiliates during IAFP Board action earlier in the year, due to lapsed activity and communication with their representatives.

5. **Affiliate Educational Symposium.** A discussion of future educational symposia was discussed with no action taken. Sharing information through the *Affiliate View*, speed-meeting tables and proposed networking room were considered sufficient given the tight time schedule at the conference.

**Affiliate Reports:** Delegates offered a summary of their Affiliate's activities and accomplishments in the past year.

**Recommendations to the Executive Board:**

1. That the Board support provision of an Affiliate Networking room at future meetings in which Affiliates can meet to discuss and formally present technical information and business management tools to assist with Affiliate development or expansion.
2. Establish a "FAQ" section on Affiliate Web page of the IAFP Web site.
3. Acknowledge the election of David Lloyd, Affiliate Delegate from the UKAFP, as incoming Secretary of the Affiliate Council.

**Passing of the Gavel:** Chairperson Roger Cook passed the gavel to Dan Erickson, signifying the beginning of his term as Affiliate Council Chair.

**Next Meeting Date:** 7:00 a.m., Sunday, August 1, 2010, in Anaheim, California.

**Meeting Adjourned:** 9:48 a.m.

**Chairperson:** Roger Cook.