CIAND Board Meeting Agenda

**Location:** Zoom online meeting  
**Date:** Thursday, July 23rd, 2020  
**Time:** 6:00 - 7:00 pm EST  
**Attendees:** Kasey Voeller, Jeff Ketcham, Karen Emminger, Kate Beard, Amanda Kruse, Allison Keller, Katy Maher, Jessica Oakes, Erin Marie Sills, Michaela Stemle, Jessica Hoffman, Alexandra Bledsoe, Jenna Defore

**Agenda details:**

1. **Welcome**

2. **Old Business**
   a. Approve June/Transition Meeting Minutes
      i. Jeff motioned, Amanda seconded- Minutes pass
   b. Review End of Year Survey Results (Kate)
      i. Most people are a member of CIAND for Continuing Education. The following highest reason people join CIAND is for networking
      ii. ⅓ of people did say they prefer online events, which is good for our future with online meetings related to Covid
      1. Two of our online events from this past year were voted 3rd and 4th most enjoyed events of the year. The two that took 1st and 2nd place were the Gleaner’s event and the Milk Bank event, which shows us that our members most enjoy events where tours are given
      iii. 17 out of 19 members who completed the survey plan to rejoin CIAND this year
      iv. One suggestion from a member was to make a student liaison- we agree this is a great idea

3. **Financial Review** – Jeff
   a. Treasurer’s Report
i. We ended the fiscal year in good financial status. Our total revenue YTD is $2529.49 and total expenses YTD are $2647.15, making a net loss of $117.66, which was less than budgeted.

ii. Checking account balance as of 7/15/20 is $15,208.13

iii. The treasurer has completed the IRS tax filing for the 2019-2020 fiscal year

iv. The treasurer has updated the officer list for the Indiana Business Entity account

b. Proposed Budget Review

i. The finance committee met on 6/24/20 and developed the new budget for the 2020-2021 fiscal year

ii. Discussion:

1. Is 65 members a realistic goal? We think so because 1) based on the End of Year Survey, almost everyone is planning on renewing their membership (17/19) and 2) many people will need continuing education before the end of 2020 and we will offer virtual opportunities to receive CEUs

2. Can we move $100 from the “miscellaneous” budget to the National Nutrition Month budget?
   a. The NNM budget will now be $250

3. New budget passes with all in favor

c. Voucher Form

i. Form for reimbursement presented

d. Membership Form

i. We didn’t change or add anything to the membership form

ii. Kate motions to approve the membership form, Amanda seconds - Membership Form passes

4. Programming - Katy/ Jessica

a. Kick-Off

i. Our kick-off meeting will be a Covid-19 Panel with RDs in different fields who have been working directly with Covid-19 patients

ii. The date will be September 22 from 6-7:30 pm on Zoom

   1. Hospital RD
      a. We have a potential hospital RD from West or another potential hospital RD from Methodist that Jeff can reach out to

   2. Renal RD- Debbie Emminger

   3. Food Service School/Higher Ed or K-12- Katy can speak on Higher Ed or Amanda may be able to find someone for K-12

   4. Food Service Hospital- Jeff Ketcham

   5. Long Term Care- Jessica Oakes
iii. We will send Goodie Boxes for the first to sign up

b. Fall Meetings
   i. October Meeting
      1. We are thinking of doing a yoga event, socially distanced, in a park. Katie Hake does group fitness and has an intuitive eating certification so we could use her and combine the event with a presentation on intuitive eating
         a. Amanda also has some yoga contacts if Katie doesn’t work out
         b. This event can also be done virtually so that is a good backup plan if we aren’t able to meet in person
   ii. November Meeting
      1. A possibility is doing an event about private practice and EMRs- Katy has a contact
   iii. Backup meeting or a possible other future meeting
      1. Diversity in Dietetics

5. Newsletter- Kate
   a. The summer edition of the newsletter will be the initial contact to all members for this year.
      i. Items to be included in the summer newsletter: A letter from the President, an introduction for CIAND, a description of what members get by being a member of CIAND, upcoming events for the Fall, information for scholarships, networking advantages, member breakdown by field
   b. Throughout the year, Kate plans to feature a student and/or feature an exec member with each newsletter and have information about that member. The student who won our scholarship this year will be featured in the summer newsletter.

6. Scholarship - Erin Marie
   a. Nothing new to report at this meeting
   b. Erin Marie will get together with Kate to make sure we get something about the scholarship in the newsletter

7. Social Media- Michaela
   a. Michaela received access to the Facebook account
   b. We are going to start in Instagram page in addition to the Facebook page

8. National Nutrition Month- Amanda
   a. We voted to move $100 from the miscellaneous budget to National Nutrition Month so Amanda now has a total budget of $250

9. Beginning of Year Review- Kasey
   a. Expectations
i. Make the board meetings and try to make other continuing education and networking meetings as well
b. Signing Civility Pledge
   i. All officers need to sign the Civility Pledge
      1. https://foodandnutrition.org/professionalcivility/
c. Sent in information for principles of affiliation
d. Reaching out to local dietetics programs again
   i. Kasey will reach back out to the directors

10. Other Announcements
    a. For officers who get a comped membership, don’t send a check to Jeff. When you sign up on the membership form, click “send check” but don’t actually send a check.

11. Next Meetings
    a. August 13th 6pm
    b. Let’s have a great year!