

Association of State Public Health Nutritionists – Board Meeting July 14, 2017

Board Members Present: Becky Adams (V), Takako Tagami (V), Amber Brown (V), Terrell Brock (V), Donna McDuffie (V), Patricia Simmons (V), Tiffani Grant (V), Alison Jensen (V), Diane Peck (V), Helen Brown (NV), Ashley Davis (NV)

Consultants Present: Karen Probert, Cyndi Atterbury, Shana Patterson, Sandy Perkins, Michelle Futrell

Board Members Absent: Heidi Scarpitti (V), Jennifer Church (V), Jamie Stang (V), Leslie Lewis (NV)

ASPHN Members Present: Amy Koren-Roth, Christina Thi, Carole Garner, Jennifer Young, Lisa Gemlo, Mikaela Schlosser, Cindy Sullivan

Others Present:

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	<i>Timekeeper:</i>			
11:32	Call To Order	B. Adams		
11:33	Roll call/quorum	A. Brown	Quorum present with 9 voting members present.	
11:35	1.0 Review Agenda	B. Adams		
11:40	2.0 Consent Agenda		Motion (H Brown)/S(T Brock) Motion passed to approve consent agenda.	
	Minutes Approval – June 11, 2017 Meeting	A. Brown		Posted on HyperOffice
	ASPHN Member approval – 3 new Expanded Member and 2 new Associate Member applications			Applications posted on HyperOffice
	ASPHN Financial report	C. Atterbury		Pages 2 and 3
	ASPHN Committee Chairs report	T. Tagami		Page 4
	ASPHN Collaboration Committee report	P. Simmons		Page 5
	Membership Communication & Outreach Committee report	T. Brock and J. Clepper		Pages 6 – 8
	ASPHN Communications report	J. Clepper		Pages 9 – 11
	ASPHN Policy Committee report	M. Futrell, J. Church, and T. Grant		Page 12
	MCH Nutrition Council Steering Committee	S. Perkins and J.		Page 13

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
	report	Stang		
	2014-2018 CDC-OSTLTS Cooperative Agreement, "Taking Charge of Change: A Workforce Development Program for Public Health Nutritionists" report	K. Probert		Pages 14 – 16
	National Council of F&V Nutrition Coordinators report	D. Peck		Page 17
	Children's Healthy Weight CollN	S. Perkins		Pages 18 and 19
	ASPHN 2017 Leadership Program report	J. Weinberg		Page 20
	Basic Parliamentary Procedure for Motions			Page 21
11:45	3.0 Board Development			
	Guidelines for How We Work Together – Tiffani Grant is leading an activity			Page 22
12:00	ASPHN Member Input. All ASPHN members are invited to ask questions and share opinions on the proposed Bylaws changes.		<p>Discussion: Questions were asked regarding whether board members will still get travel reimbursement for the annual meeting, and the answer is "yes" if funding is available.</p> <p>Question was asked about the Expanded membership and if we have minimum qualifications or credentials. Karen clarified that the Expanded Member category can be anyone who works for a state agency and is performing state-level public health nutrition functions. The Associate Member category allows anyone interested in public health nutrition and who is not eligible as an Expanded Member to join the organization. The board members do approve all</p>	

Time	Item	Prepared by:	Outcome(s)	REPORT PACKET and ADDITIONAL FILES
			new membership applications on the board calls.	
12:15	4.0 Action Agenda			
	Bylaws Committee report – motion to approve proposed Bylaws	K. Probert	Motion (A Jensen)/S(D Peck) Motion passed unanimously to approve the new ASPHN Bylaws as noted on HyperOffice.	Pages 23 and 24 plus additional file on HyperOffice
12:35	5.0 Announcements/Information Oral Reports			
	Board Development activities report – discuss survey results and call for a volunteer to lead an activity in August	T. Tagami	Discussion: Takako reported on the Board Development Activities. A report was given with results of a survey that was sent out to the board. She would like additional feedback about board development activities for future board calls. Christina Thi volunteered to lead the board development activity in August.	Report to be distributed on Thursday July 13 th
	Transition to new leadership	T. Tagami and K. Probert	Discussion	Pages 25 and 26
12:50	6.0 Agreement on summary bullet points for posting on the website			
	<ul style="list-style-type: none"> • There were three Expanded and two Associate membership applications this month. • The motion to approve the new ASPHN Bylaws passed unanimously. 			
	PARKING LOT (Items for further follow-up):			
12:55	Adjourn	B. Adams		

If you want more discussion on a topic in the Consent Agenda, just ask that it be moved to the Action Agenda

Mission: The Association of State Public Health Nutritionists develops leaders in public health nutrition who strengthen policy, programs and environments making it possible for everyone to make healthy food choice and achieve healthy, active lifestyles.