

**Mississippi Dietetic Association  
Board of Director's Meeting Minutes  
November 21, 2008**

Meeting called to order by Brent Fountain, MDA President

Quorum Established:

Attendees; voting members --See attached Attendance and Report Code Spreadsheet

Minutes from September 26, 2008: **Code: 11210800104**

Discussed: no corrections noted.

Motion to accept minutes as presented by Elise Smith

Motioned 2<sup>nd</sup> by Gina Wack

Motion carried.

**President's report presented by Brent Fountain, Code: 11210101101**

Peavey donated a guitar for the ADA foundation silent auction in Chicago. Brent has sent the company a thank you.

**President elect's report Code: 11210800201**

**Treasurer's report Code: 11210800301**

**ADA Delegate's Report (Elise Smith), Code: 11210800405**

Elise Smith is running for director of House of Delegates at ADA and requests that membership vote for her. She was impressed with the process that ADA uses for selecting nominees for officer positions and thinks MDA could benefit from a similar process.

**Creative Committee Report presented by Jacinda Roach, Code: 11210800901**

See handwritten to fill in.

**CPI report presented by Shelia Triggs, Code: 11210800501**

**COER chair-elect report Code: 11210800701**

**COER chair report Code: 11210800701**

**Public Policy Coordinator report Code: 11210801001**

**Nominating Committee report presented by Christy Chain, Code: 11210800801**

Still need nominees for president-elect position. The committee has a couple of people who are currently considering allowing their name to go on the ballot.

**Business:**

**Membership Chair:** B. Fountain introduced Carolyn Bailey as the new membership chair. C. Bailey has been very successful in getting Valley Food Services to pay membership for its RDs. There was discussion of nominating Valley for Magnolia award due to its support of its RDs. This could provide incentive for other employers to follow suit. However, the by-laws state the award goes to an "individual" outside of the dietetics profession. C. Bailey shared a handout on how to keep new members happy. There was discussion of talking with Districts about what BOD positions entail, could be done at MDA-FNCE. G. Wack has assigned University student groups with getting speaker and planning session at MDA-FNCE to get them involved in the organization. B.

Fountain suggested a survey on what members want as benefits about same time as ballots are posted on website.

**ADA and current economic outlook.** B. Fountain noted that there have been two communications from ADA regarding the changes ADA is making to save resources. Ron Moen is leaving ADA at the end of his contract to pursue other interest. The financial status of ADA is not in jeopardy at present. The reserves are still there, but ADA is being proactive so that the Association does not have to dip into the reserves. The Association is looking into more cost effective ways to carry out its business, perhaps using informatics.

There was discussion about the changes in the Public Policy Workshop in February. The meeting will be a webinar with the plenary opening session to be held the night of the Superbowl. The meeting will be taped and be made available for viewing later. There was discussion that ADA wanted each state affiliate meeting to allow 30 minutes for grassroots time on public policy. There was discussion of showing the taped session just prior to MDA-FNCE as a pre-conference or having someone from ADA talking to the membership at this time. There are continuing education hours offered for this.

The Child Nutrition Reauthorization Act, the Ryan White Care Act, and major health care reform will be the big issues on the policy agenda next year that will affect RDs. The PPW prepares attendees to talk to legislators on these issues. MDA needs to have as many people to participate in these trainings as possible so pre-conference will be go venue to do this. The workshop could begin at 1 p.m. on Wednesday prior to the BOD meeting at 4 p.m. There will need to be several rooms to have breakouts for the workshop. The workshop will be offered to students as well. State issues need to be addressed as well...Kathy Warwick can inform about these since she is the state legislative link. ADA is considering having "fly-in" visits late in the summer legislative sessions where constituents go up and visit representatives and senators in a one day visit.

**MDA FNCE:** G. Wack is still trying to get Viking involved to sponsor a chef cook-off involving hospital chefs paired with a dietitian. R. Kelly offered to help contact Viking. She is also considering an awards breakfast rather than luncheon and trying to get the Beef foundation to sponsor a wine tasting and hors devours at night at the Mississippi Museum of Art where RDs who are artist can display their work. She would also ask them to donate a piece of their work to the silent auction. C. Bailey and H. Crawford volunteered to help with the silent auction. C. Chain suggested asking the Dairy council to donate cheese. B. Fountain suggested Newlywed Foods come and give a session on spice identification and incorporate their products into the cook-off similar to the Iron Chef concept. There will also be poster session for students and faculty or other dietitians with programs to highlight.

**Nominating Committee Report:** There has been no response to C. Chain for awards yet. The district can make a nomination as well as individual members. The president then puts together a selection committee to review the nominees, using objective criteria, and then select the award winners. C. Chain asked that the criteria for nominees be placed in

next "Take Five" with the deadline for submitting the names. The winners have to be submitted to ADA in April.

The ballot for officers will be hyperlinked on the MDA website. When the nominee's name is clicked, a box pops up with resume and picture of the nominee. The votes will be tabulated so that we will know how many members voted. Jean/web master will log all members' numbers in from the DMI list that is current at the time of the election. Notification will need to be sent to the membership at the time voting begins with the username and password and votes will be automatically tallied. C. Chain suggested the ballot be posted on the postcard notifying the member of username and password 30 days prior to the election to allow write-ins on the website when voting. There needs to be procedures written to inform MDA on how to hold electronic elections. C. Chain reported the nominating committee hopes to have the ballot completed by next meeting. B. Fountain asked C. Chain to work with him to develop voting procedures (they will check ADA to see if there are policies in place and check with other states as well). E. Smith volunteered to help with this.

**Selection of MDA Award Nominees and Committee:** B. Fountain suggested a seven member committee to select MDA award winners consisting of the past two presidents and each district president. There was discussion of the possibility that one of the district presidents might be nominated for an award. Suggestion was to ask each district president to suggest someone from their district to serve on the selection committee.

**CPI role of chair-elect and chair.** S. Triggs reported on the conference call that was recently held (see report code: 11210800501). The group on the call discussed whether there is still a need for CPI chair-elect, but this would affect the potential for a person to get leadership experience to qualify for president-elect. The committee recommended two options (see report).

There was also discussion on whether Diet Manual and Take Five editor should be two separate contracts. There is currently no one working on revisions for the Diet Manual due in 2009. K. Brazcak volunteered to take on the revisions to the diet manual. Lifecycle section, vegetarian, consistency diets, nutrition assessment, and nutrition support are the sections that need to be updated in the next two years. C. Bailey will check to see if she has the template on updates for the manual to make sure the above are correct. CPI chair-elect will be a communication link with districts, coalitions and other associations. CPI chair will work with the membership chair.

There was discussion on whether CPI would be responsible for helping the president-elect plan MDA-FNCE, but if CPI chair-elect is deleted then the CPI has to be responsible to help with two MDA-FNCE meetings. B. Fountain suggested that CPI could take on verifying district membership when Principles of Affiliation come back up. If the CPI chair takes on some responsibility for helping plan MDA-FNCE, then there needs to be a CPI chair-elect to learn duties the CPI chair has to perform. There was also discussion of the advantage of having a MDA-FNCE planning committee appointed by the president-elect. The CPI could advise the committee on issues that are new in the

profession that need to be covered at the annual meeting. There was also discussion of having CPI take on responsibility of the social events at the MDA-FNCE or specific set of activities (e.g. pre-conference workshop planned by CPI, conference planned by president-elect). The duties must be defined so avoid conflict or confusion. There was discussion about district involvement in planning MDA-FNCE. District participation has fallen off in recent years due to drop in membership. It might serve MDA better to divide the 20% of conference revenue among districts with the highest percentage of attendance. It was suggested that CPI chair-elect should be responsible for "Take Five." The Magnolia Award selection should be removed from CPI and moved into the awards selection process used for the other awards. CPI still needs to review the website and answer questions that Jean does not feel comfortable with.

**Final decision regarding CPI chair and chair-elect duties:** Communication with districts, coalitions, associations – chair-elect; Work with membership chair – CPI chair; Principles of affiliation – CPI chair; Website oversight – CPI chair; Take Five – Chair-elect; Annual meeting advisor (regarding practice issues, pre-conference planning etc) – CPI chair. The policy and procedure will need to be written.

**Other Issues:** The BOD discussed a meeting to revise the policy and procedure manual. A weekend retreat is needed.

Meeting adjourned at 2:15 p.m.  
Submitted by: Carol Connell, Secretary