

**Wisconsin  
Association of  
Nutrition  
Directors**

Senior Dining



Fellowship, Food Fun

---

WAND Executive Board Meeting (Virtual via Google Meet)  
**Friday, October 9<sup>th</sup>, 2020 3:00 PM**

MINUTES

1. Call to Order, Roll call was spoken as this was a virtual call via Google Meet. In attendance: Darby Smith, Kari Dombrowski, Megan Hanson, Lori Fernandez (GWAAR), Sara Koenig (BADR).
2. Motion to approve agenda: 1<sup>st</sup> – Kari D. 2<sup>nd</sup>. Megan H.
3. Motion to approve Minutes from October 1<sup>st</sup>, 2019: 1<sup>st</sup> – Megan H. 2<sup>nd</sup> – Kari D.
4. Treasurer's Report – Kari D. reviewed the current budget 1/1/2020 through 10/9/2020. Beginning year's balance was \$14,825.42. Revenues totaled \$3,527 and expenses (for Johnny Q) has totaled \$3,000, leaving a current balance of \$15,417.42. A two-day spring WAND training has typically cost around \$6,000 total and around \$2,500 for a one-day fall conference. Because of cancellation of in-person trainings this year due to pandemic, this left more funds in the checkbook. Discussion was had on use of unused funds. Suggestions were to use excess funds to pay to send representatives from WAND to other annual conferences related to nutrition and/or leadership for further education and/or self-development. Another suggestion included using funds to provide equipment or supplies that WAND members could "apply" for as a benefit for being a part of WAND. Example would be to offer 3 scholarships of \$2,000 for members to apply for. This would need a selection committee. Discussion from last fall's WAND membership meeting had suggestions to purchase IT equipment, but due to pandemic, these discussions have been put on hold. Another idea, that maybe wouldn't necessary use funds, but have a recognition program to highlight WAND members for outstanding or innovative work in their nutrition program. There would have to be a way to nominate programs and a committee formed to choose the winner. This topic will be included on this year's annual WAND Membership meeting agenda for more ideas for further discussion and ideas. This year, 50 programs paid to be WAND members, which is down from last year's number of 68. This could be related to canceling the spring conference due to pandemic, or programs maybe have forgotten as there has not been reminder emails sent. Kari stated that WAND is ok with having these funds in our balance related to tax purposes and will not be penalized. More discussion if WAND should charge a

membership fee for next year or waive conference fees considering COVID-19 restrictions could prevent conferences from happening.

Motion to Approve Treasurer's Report: 1<sup>st</sup> – Megan H. 2<sup>nd</sup> – Darby S.

5. Committee Reports/Appointments

Training –Lori F. talked with Johnny Q. about completing virtual training videos for WAND members in place of our spring conference (two - 30min presentations) on leadership and how to thrive during COVID-19. Dates need to be finalized today. Paper handouts will be sent out beforehand. One presentation will be live and include a Q&A and the other will be recorded. Discussion on what the WAND virtual fall conference would entail this year. Lori F. will be helping with this in her GWAAR role. There will be two days – Wednesday October 28<sup>th</sup>, and Thursday November 5<sup>th</sup> – both in the afternoon. The annual WAND membership meeting would be during one of these days. Discussion was had whether the board would approve sending out an agenda less than 20 days vs what the By-Laws state of no less than 20 business days. Many changes this year to warrant this include losing WAND board members due to leaving positions, WAND Co-Presidents being on maternity leave at same time, and changes in program operations due to COVID-19.

Motion to approve to send out annual WAND Membership Meeting Agenda less than 20 business days: Kari – 1<sup>st</sup> Megan – 2<sup>nd</sup>

Lori F. has volunteered to work on setting up speakers for other topics for the virtual WAND fall conference including getting Carrie from GWAAR on SAMS with a Q&A and including Patrick Metz from GWAAR to help answer questions especially related to extra funding that was received this year due to COVID-19. Other possibilities including having Nick Musson from GWAAR on transportation and relating it to setting up MOW routes and a session from Sara Koenig with BADR update. Discussion was had on providing the Stepping Up Your Nutrition training and if WAND would be willing to pay for a member from each nutrition program who wanted to get trained. The cost of this would be \$20 each. Lori will work on agenda and save the date to get out to WAND members.

Motion for WAND to use funds to pay for members to get trained in Stepping Up Your Nutrition, \$20.00 per person: Kari – 1<sup>st</sup> Darby – 2<sup>nd</sup>

By-Laws – Correspondence submitted by Mike G. – see Mike's email response.

6. Old Business – No old business to discuss at this time – discussed during treasurer's report.

7. New Business

- 2020 WAND Fall training survey results & set date\* - see discussion above.
- 2020 WAND Fall training registration/cost\* - Discussion was had about sending out a reminder for members to still pay their WAND membership fee when information was sent out on upcoming fall training. Some members may have forgotten to submit this year due to COVID-19.
- Discussion on future/goals of WAND\* - include on membership meeting. No further discussion at this time.
- WAND Board Members & Committee replacements\* - Discussion involved Co-President sending out request for WAND members to fill in positions. Suggestion to

have all current Board Members stay on for another year to help with this transition, instead of all turning over at once.

- GWAAR update – Lori F.
  - More trainings will be offered by GWAAR during the year. Fall Managers Meeting trainings will be coming out soon and topics will include best practices, pre-recorded presentations, isolation, customer interaction, and confidentiality during COVID, BADR update. These will be in the format of webinars/peer-sharing opportunities.
- Other
  - Lori F. added that its' been a hard year, but great things have been happening. Programs have adjusted to change and are being innovative with operation, and forming new partnerships. The important part is that people are getting fed!

8. Meeting Adjourned at 4:30 PM

\*Discussion/Action may occur