

be taken out of order. *Denotes an action item)

1. Call to order and verify quorum*

2. Approve minutes from May 4th meeting*

-Ellen votes to pass. Jon Aneson seconds.

3. Introduction of members and chairs to one another:

Pros – Keynote speaker. Tami Williams

Miss being in person

Hands on trainings

Dr. Nuemer – fermentation activities for future conference – Christine Sylvis – Special Processes activities may be good fit. SNHD has materials for hand on trainings on special processes.

Want more vendors- if you know of any let us know

4. Conference Review – pros/cons

5. Review of By-laws & Chair positions

6. Proposed By-law Changes Reviewed: 30-day public notice required: a. To be voted on June 14. Please post notice at your workplace – post on website; emailed before 5/13; SNHD, State of Nevada Winnemucca Field Office...suggestions b. Industry Chair name to be renamed to Retail Food Chair & Food Service (or Retail Chair). c. Consideration to add Agricultural Chair, Educational Chair, Second Secretary d. Clarify co-chairing – one vote e. Membership

7. Treasurer's Report a. IRS standing b. Bills, Contractors (website, CPA), Conference proceeds. 8. FDA Grant Report Draft – Kunz report 9. Public Comments 10. Next Meeting June 14, 2022, 4pm – VoIRS standing b. Bills, Contractors (website, CPA), Conference proceeds. 8. FDA Grant Report Draft – Kunz report

9. Public Comments

10. Next Meeting June 14, 2022, 4pm – Vote on By-law change

10,584.64 – March transaction –

Tax professional – updated tax status. Processing 2018, 2019, 2021. Filed 2022 electronically, but got kicked back because past years were not processed yet. 2022 was resubmitted by paper by tax professional.

1023-form – IRS non-profit status was resubmitted- should have the EIN reinstated.

990-EZ needed for taxes because we fall under profit limit, small income size.

Next week, Tory will meet with Jason Banales, Treasurer of the NV EHA for the conference profits review.

Tax Professional Information needed from Tory – Contact. Contract.

Review of By-Laws:

Membership: Board must confirm membership before voting.

Jon Aneson want proof of active membership through use of website before one can be a voting member.

Proposal from Stefano – 3 months as member; attendance to the meeting.

Tory – Leaving board member must spend time training new board member

Christine Sylvis – open positions- restriction member or board

(Items may be taken out of order. *Denotes an action item)

1. Call to order and verify quorum*
2. Approve minutes from May 24th meeting*
3. Vote on By-law Changes:
 - a. *Industry Chair name to be renamed to Retail Food Chair & Food Service (or Retail Chair).*
 - b. *Add Agricultural Chair, Educational Chair, Institutional Food, or Distributing*
 - c. *Clarify Co-chairing – one vote*
 - d. *Membership – language needs to be defined and shared with members*
4. Newly Proposed Changes to By-laws for Discussion (from May 24 meeting):
 - a. CPA's recommendations
 - b. Membership discussion: *Only active members can vote. An active member is defined as:*
 - i. *1-3 months membership; and/or attendance to a meeting;*
 - ii. *Cons: few active members – limits those available to vote or run for election*
“Chairperson are elected from members of the task force.” – change to active members? (Many of us wouldn't of qualified to run)
 - c. Leaving Board members should train incoming (goal or by-law)
 - d. Treasurer Yearly Budget Report
 - e. Treasurer Checks Counter-Signed by Chair
 - f. Board (not just treasurer or secretary) (and/or Board's Grant Writer) assist in grants

- g. Non-voting Board Members
- 5. Insurance:
- 6. Treasurer's Report
 - a. IRS standing
 - b. CPA: \$1200 and \$290, future appointments
 - c. Conference proceeds.
- 7. NFSTF Website –
 - a. Review of Content – Board?
 - b. Food Safety Training – Tory, UNLV, Keith at this time
 - c. Google Analytics – 67 website users this month; 78 “sessions”; only average of 1.15 minutes
 - d. Web developer update
 - e. Additions: add SNHD/State events, national conferences to Training webpage; FDA food code/ Nevada Regulations updates
- 8. Conference Ideas - brainstorming
- 9. Public Comments
- 10. Next Meeting Scheduling
- 11. Adjourn