

Iowa Section IFT Executive Committee Meeting
September 20th, 2012 at the Eurofins Scientific, Des Moines, Iowa

Members present: Busch, Randall, Christner, Lee, Li, Belknap, Loucks, Finney

1. **Introductions** were made.
2. The **Secretary's report** was presented. Motioned by Randall and seconded by Finney, the minutes were approved as read. Belknap reported that the website has been updated. A new member spotlight section was added to the newsletter with two members this month. Belknap also reported that the Annual Report was submitted on September 20th.
3. **Treasurer's report:** Loucks reported she is in the process of getting the bank statements from the previous three months and will mail out an official report in the coming weeks. She also reported that there is one direct deposit from national IFT per month, but it is not itemized. Loucks also reported that she will clean up some of our old bank statements. She will keep the most recent years, but will shred the outdated documents.
4. **Food Science Club Update:** Jace and Gerui informed the committee of some changes taking place in the club. They will now meet every other week, as opposed to meeting once monthly. They have had good attendance, especially by lower classmen. The product development team will attend AACC finals at the end of September. The club is also seeking donations for the Silent Auction which will be used to help pay for the club trip and food. Finney suggested a signup sheet be passed around at the evening dinner.
5. **Member-at-Large Vacancy:** an email was sent out to the list serve to solicit nominations for the Member-at-large opening. Four people have responded with an interest. The group agreed that a vote should take place. Busch will create a survey and will be emailed to paid members. The committee also agreed that this opening will be for a three year term.
7. **Expired Memberships/Guest Attendance:** Belknap reported that expired memberships are currently kept active on the group list serve. Although it is a good way to keep people connected, the question was raised on why should members keep their memberships paid? Meals are currently the same price for members and nonmembers. Loucks suggested a \$10 addition to the meal cost for non members. Current dues for Iowa Section only membership is \$20.00 per year. The increased meal cost will hopefully entice more people to become paid members. The student representatives also voiced concerns on the high price for students to become paid national members and IA section members. Currently dues are \$5.00 in addition to the national membership. Finney will check into whether or not students can be Iowa Section only members.
8. **ISU Centennial Homecoming:** The section has decided to allocate \$500.00 to help support a few activities at the FSHN department's tailgate. The section will hand out temporary tattoos, both Iowa state tattoos and Iowa IFT tattoos. Belknap will procure Cyclone/Iowa State tattoos hopes to receive a bulk discount. G. Li will procure Iowa Section IFT tattoos. The amount ordered will depend on the final tattoo cost. The section will also support prizes for some of the games. Christner and Loucks will purchase 10-15 small prizes such \$10 gift cards for the event.
9. **November Meeting:** Finney reported on plans for the November meeting. A food and coat drive will most likely be held at the meeting. Finney will look into venues and food company tours in the Cedar Rapids area. Finney also suggested having a meeting in conjunction with the Iowa Biotech Association. Embria is also an option for another meeting. Loucks and Christner will also help Finney look into tours in the Cedar Rapids area.

10. **Conference Calls:** Busch suggested we hold monthly conference calls. The group was in favor.

11. **Financial Report-**the report is due October 31st.

12. **Social Media-**Finney reported that there was little progress in setting up Facebook and LinkedIn accounts for the section. Her company is currently working on this as well. She hopes to have more information in the next month.

13. **Electronic Transfer:** Christner and Loucks reported that they have researched Square Care readers. There is a small interest fee for each transaction, but the group was all in favor of setting up an account as more and more companies are only willing to handle fees electronically. Some companies can take up to 60 days to reimburse employees for cash purchases.

14. **Goals:** Busch reported that she and Christner will draft a mission statement. Another goal for the section is to update the By-Laws in the coming year.

It was motioned by Belknap and seconded by Loucks to adjourn the meeting. Motion carried. Meeting was adjourned.

Submitted by: Kelly Belknap, Iowa Section IFT Secretary