

Ohio School Nutrition Association Industry Advisory Council Guidance Document

I. Purpose

The Industry Advisory Council (IAC) is to act as a liaison between the Ohio School Nutrition Association and member of industry including but not limited to: food, nonfoods, equipment, services, supplies or other Child Nutrition related products or services. The IAC shall promote interaction and mutual cooperation between industry and members of Ohio SNA.

II. Membership

- A. The IAC shall have a total of twelve (12) members.
- B. The industry council will present its best efforts to encourage diversity of suppliers of products and services to school nutrition programs. The council will solicit 4 positions from non-food companies. In the event that these positions cannot be filled, it is the IAC's prerogative to fill those positions as they deem necessary until which time that seat becomes open again.
- C. IAC members must notify the IAC chair in writing of any change in employment or role.

III. Terms

- A. The standard terms shall be three (3) years in length.
- B. Terms shall be staggered so that not all Industry positions are replaced every three years.
- C. The IAC Chair has a voting right on the Ohio Board and is expected to attend all Board Meetings and report the IAC activities.

IV. Criteria for Industry Representatives to Be Placed on the IAC:

- A. The Industry Member shall be employed by a company with an Ohio SNA platinum designation.
- B. The person must be nominated by a current member of the IAC
- C. Member does business in the state of Ohio

V. Officers:

- A. There shall be a Chair and Vice-Chair to be elected from the Industry representatives on the Council.
- B. The Vice-Chair will automatically progress to the office of Chair in year 2 and the chair will become Past-Chair. The Past-Chair's participation on the Council ends at the end of the Past-Chair term (one year), regardless of their membership term on the Council.

- C. The nomination and election of the Vice-Chair shall take place at the same time as Ohio SNA elections and the office shall take effect at the same time.
- D. At least one member of the SNA of Ohio Executive Committee shall participate in IAC Council meetings.
- E. In the event of a tie in voting for IAC officers or on any IAC business, the SNA of Ohio Executive Committee shall submit one collective vote to break the tie.

VI. Member Obligations:

- A. To attend all scheduled IAC meetings. In the event of unavailability, a member should contact the Chair or Vice-Chair in advance.
- B. To attend and help coordinate all IAC sponsored events.
- C. To promote and support Ohio SNA and school food service.
- D. To participate in IAC coordinated fundraising activities to benefit the association.

VII. Member Removal or Replacement

- A. Any member that fails to fulfill their obligations may be removed from the IAC by a 2/3 vote of all IAC membership. Reasons for removal would be:
 - 1. absence from two or more IAC meetings per year
 - 2. no longer employed by Ohio SNA platinum member
 - 3. no longer in a position to further the goals of the association
- B. Upon the removal of a member prior to the conclusion of their term, a new member shall be nominated and elected to complete the term by a simple majority of the current IAC membership in attendance at the meeting. Once the term has been fulfilled, that individual has the opportunity to be elected for 2 complete 3 year terms.

VIII. Member's Seat Ownership:

- A. If the industry member changes employment during the course of their term, they retain their seat as long as they are still a member in good standings and have met the platinum member criteria status in their new position (platinum member status in 2016 and thereafter).
- B. The seat belongs to the individual NOT the company and is non transferrable for any reason.
- C. Annual review of IAC members.

IX. Term Limitations:

- A. Terms are 3 years in length
- B. No industry representative shall serve more than two (2) full consecutive terms in succession.
- C. An industry representative can be re-appointed to the IAC after an absence of at least 1 year (365 calendar days)

X. General Responsibilities of the IAC:

- A. To work in conjunction with School Nutrition Administrators (Directors and Supervisors) Fall Conference planning committee to coordinate and conduct a fall seminar.
- B. To actively promote Industry Sponsorship in Ohio SNA within the various facets of the food service industry.
- C. To act as the communications link to industry regarding all Ohio SNA activities.

XI. Meetings:

- A. A minimum of four meetings will be held throughout the year.
- B. Additional meetings and/or communications will be held at the discretion of the Chair.
- C. 50% (six) of the membership must be present to constitute a quorum to continue with the meeting.
- D. Members must attend 2 of the 4 meetings within a calendar year to be considered in good standings.

XII. Guidance Document

- A. These guidance procedures may be amended as needed by the IAC with a simple majority vote within the IAC membership at one of the four yearly meetings.