



**FOODSERVICE CONSULTANTS SOCIETY INTERNATIONAL
WORLDWIDE BOARD OF DIRECTORS MEETING
MINUTES**

**20th May, 2019
Chicago, United States**

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In Attendance

Officers

*Mr. Martin Rahmann, FCSI
President
(Agere. Beratung für nachhaltigen Erfolg)*

*Mr. James Camacho, FCSI
Secretary/Treasurer
(Camacho Associates, Inc.)*

Staff

*Mr. Nick Vaccaro
Executive Administrator, WW*

*Mr. Wade Koehler, CAE
Executive Director, TAD*

Allied Representatives

*Mr. Roberto Assi
(UNOX S.P.A.)*

Directors

*Mr. Mario Sequeira, FCSI
(Hospitality Total Services (Aus) Pty Ltd)*

*Mr. Remko van der Graaff, FCSI
(AAG Food & Facilities & Hospitality)*

*Mr. William Caruso, FFCSI, PP
(WC & Partners, Inc.)*

Absent

*Mr. Rob Geile
(Ali Group North America)*

*Mr. Greg O'Connell
(Moffat)*

*Mrs. Clara Pi, FFCSI
(FCG Company Ltd.)*

FCSI's Vision

“FCSI is the global leader in foodservice and hospitality consulting”

FCSI's Mission

“To promote professionalism in foodservice and hospitality consulting while returning maximum benefits to all members”

Brand Slogan

“We Share, We Support, We Inspire”

1.0 Call to Order and Opening Remarks

The meeting was called to order on 20th May at 8:05 am (local time) at which time President Martin Rahmann, FCSI welcomed everyone and thanked everyone for participating in the meeting. Noting that there was quorum for conducting official business Martin requested that the meeting begin with the first agenda item.

2.0 Foodservice Consultant Portfolio Report

Michael Jones and Stuart Charlton (Progressive Content staff) provided an overview of the *Foodservice Consultant* portfolio of products. They discussed editorial highlights, award presentations, interview goals and profit and loss projections.

Topline numbers from the e-newsletter:

186,883 - Number of emails sent

15,623 - Number of email opens (16.4% open rate)

1,848 - Number of email click thrus (1.1% click thru rate)

9,900 - Email database

Key numbers from fcsi.org:

2,003 posts/pages on the site

308,724 - Number of website sessions (+14% on industry average)

219,564 - Number of website unique users

03:49 - Average session duration (+57% on industry average)

601,634 - Number of website page views

Most viewed pages in last 6 months:

HOME PAGE (18,492)

STORIES FROM NORTH,

CENTRAL AND SOUTH

AMERICA (11,154)

FCSI FIND A MEMBER (4,378)

WHAT IS A CONSULTANT (2,600)

2018/19 commercial commentary:

Regions marginally down year-on-year or flat

Digital and supplements up year-on-year

Mergers and acquisitions resulting in reduced revenue

Impact from regional activity?
Even tougher trading conditions
Appetite for doing things differently (this has increased)

PC recommended we do a reader survey as the last one was in December 2016. The Board agreed with the recommendation.

3.0 Approval of Board Meeting Minutes

The minutes of the January 2019 meeting were discussed.

Bill moved to accept the FCSI WW January, 2019 board meeting minutes as submitted, seconded by James and approved unanimously.

4.0 Financial Report

Nick reviewed the financial reports distributed as of 30st April, 2019. He went through each of the spreadsheet tabs providing an overview and fielded questions. The board discussed the cash flow report with estimations of the year-end surplus.

Bill moved to approve the 30th April, 2019 financials as submitted in the board materials. Seconded by James and approved unanimously.

5.0 Dues Share

Martin provided a report on meetings he has had recently with members of each Division regarding updated membership numbers and how that impacts the finances of each of the Divisions. He reminded the Board that the Worldwide office is basically responsible for three areas of business: Protecting the FCSI Brand, the membership database and the *Foodservice Consultant* platform of products.

Martin proposed that from this point forward, beginning with 2019, the dues share will be USD \$0.01 per member from the Divisions to WW. That a letter will be sent from the WW office to the Divisional offices prior to June 30th of each year notifying the Divisions of the dues share for the next year. The WW dues share shall remain USD \$0.01 per member unless the WW financials enter into a projected year-end loss situation.

James moved that the 2019 dues share be USD \$0.01 per member and that the dues share be evaluated and approved by the WW Board during Quarter 1 of each year and then the Divisional offices and Chairpersons be notified by 30th June of the current year for the next year's dues share amount. Seconded by Bill and approved unanimously.

The Board examined the option of hosting a board meeting during HOST to develop a strategic plan and draft and approve a working policy and procedures for WW operations.

Martin and Nick will write and send a letter to the Divisional Executive Directors and Chairpersons explaining the change in the 2019 dues share.

6.0 EAME Division Update

Remko provided an update on EAME activities. He highlighted 2018 EAME Conference and invited everyone to watch the website for updates about the 2020 Conference.

As EAME Chair Remko visited:

- UK&I Christmas Lunch
- The Netherlands, FCSI 3.0.
- France, Anniversary
- Nordics, meeting

Planned visits include:

- Tradeshow Birmingham
- Switzerland, 20th Anniversary
- Germany, 20th Anniversary

Local Unit Update:

- **Germany** > workgroups, board update
- **France** > reorganization, new Board, competitive society
- **Italy** > cooperation with university / books
- **Nordics** > changes Board, involvement members
- **Switzerland** > new chair, changes in Board
- **The Netherlands** > FCSI 3.0
- **UK&I** > new chair, growing, competitive society
- **UMC** > challenging region, extra support, exhibition Dubai

7.0 TAD Division Update

Bill and Wade reported on the activities of The Americas Division. Wade reviewed the upcoming TAD Conference in Austin. He invited members from all three Divisions to attend the event.

The TAD Board is currently reviewing the Code of Ethics and the Professional Member exam process. There will be an update from TAD to the WW Board on both items at the WW HOST Board meeting.

Wade said that all but one of the TAD Chapters have been successful with their events and membership promotions.

The Board reviewed the new Serving Up Solutions video featuring Jim Petersen, FCSI in the Correctional Foodservice Design – Tapas Edition. The video is only two minutes in length but contains a lot of information covering the key points of design in correctional foodservice design.

8.0 APD Division Update

Mario provided an update on APD activities which included:

- Financial status
- Update on events – Hotelex Shanghai, HOFEX Hong Kong, Foodservice Australia, Fine Foods Australia and HOST Milan
- Upcoming Trade Shows
- APD management office
- APD relationship with the FCSI Educational Foundation
- Changes to the APD bylaws were discussed the Board advised that the Board approval is not required to change any wording in the APD by laws as long as the FCSI Brand values are preserved. Nonetheless the proposed changed wordings were discussed and recommendations made. Mario requested Nick to forward the APD By Laws proposed changes to Wade to ensure the terminology was correct based on his experience with By-laws.
- It was also discussed that one of the key take aways from the Shanghai Hotelex was in relation to connected cooking. It was discussed and agreed that the best option to progress a neutral platform was with a private agency to perform that task and not the FCSI.

9.0 Educational Foundation

Ed Norman, President of the Educational Foundation, provided a written update to the WW Board. Much of the work of the EF Board is currently in some form of construction. Our meeting in Los Angeles last month was the kick-off for how we are planning to reinvent the EF to make it more relevant to the entire membership and to those parties we wish to reach with our message. We have realized that some older approaches are no longer effective, that some program information is no longer relevant, and that the audience we desire to reach has been redefined by globalization. What has worked/not worked in the past may be redeployed, deemphasized or abandoned in the process. We are just now gaining good momentum on new or rebuilt initiatives and a long list of other initiatives will be added in as funding permits. Our programs depend on strong support by the leadership of this Society as they always have. That is the only way that the EF can be meaningful and sustainable.

10.0 Unfinished Business

There was no unfinished business brought before the board.

11.0 New Business

Board Meeting Dates/Locations

2020 – The Board approved the option of hosting an in-person board meeting during HOST to develop a strategic plan and draft and approve a working policy and procedures for WW operations. 2019 will be the final year that the WW Board will hold two in-person board meetings. Beginning in 2020 there will be one in-person board meeting and at least one additional conference call meeting.

Wade suggested that the lead administrator from each Division be invited to the Milan WW Board meeting. If funding for travel is an issue, then assistance can be discussed.

Vision, Core Values, and Mission

The Board discussed reviewing the Worldwide Vision, Core Values and Mission and how they relate to the Divisions. The decision was made to review the information and provide a plan of approach at the WW HOST Board meeting, with the option of working on this project during 2020.

Worldwide Office Succession

Martin proposed the succession plan for Bill Caruso to serve as the next Worldwide President. This will be confirmed during the October 2019 WW Board meeting and announced at the TAD Austin Conference. The Board members agreed with this recommendation.

Mario mentioned that Clara had requested that APD also have the opportunity to have a representative serve as WW President, to confirm full Divisional representation of the three Divisions rotating equally on the Board.

12.0 Adjournment

James moved to adjourn the meeting. Seconded by Bill and the meeting was adjourned at 2:08 pm (local time).

Meeting minutes recorded by N. Vaccaro on 05.28.2019.