



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

**9th February, 2022
Conference Call**

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In Attendance

Officers

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

*Mr. Eric Norman, FCSI
Secretary/Treasurer
(Clevenger Associates)*

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

Staff

*Mr. Nick Vaccaro
Executive Administrator, WW*

Progressive Content Representatives

Guests

*Mr. Frank Wagner, FCSI
(K'DREI Planungsgesellschaft mbH & Co.
KG)*

Directors

*Mr. Andrew Brain, FCSI (Foodservice
Consultants Australia)*

*Mr. Paul Montégut, FCSI
(Restauration Conseil)*

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

Allied Representatives

*Mr. Mick Jary
(Meiko UK Limited)*

Absent

*Mr. Greg O'Connell
(Moffat)*

Apology

*Mr. Jack Scott
(Alto-Shaam, Inc.)*

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 9th February at 9:05 am (EST) at which time President Mario Sequeira, FCSI welcomed everyone and thanked them for attending the meeting. Noting that there was quorum for conducting official business Mario requested that the meeting begin with the first agenda item.

2.0 Approval of Meeting Minutes

Eric moved to accept the FCSI WW October, 2021 board meeting minutes as submitted. Seconded by Bill and approved unanimously.

3.0 Progressive Content Update

The PC representatives presented their slide deck which included potential new projects, update on a www.fcsi.org redesign, 2022 revenue projections, the Allied member initiative and how to make the most out of the FCSI/PC relationship.

Bill asked how PC plans to participate and raise revenues as in-person events begin to take place again. Mike spoke to each of the global events and how the PC staff will engage with Allied members. The request was made to share the attendee list with PC for each FCSI sponsored event, which help PC maximize their participation during the conferences. The board recommended that PC email the Divisional representative prior to the event and copy the WW Administrator.

PC outlined some very exciting new potential projects:

1. Consultant ‘Ted Talk’ series (place holder name only): A series of live webinar talks given by one consultant per webinar, plus moderated Q&A.

2. Dynamic Design webinars: Depending on the reception of the Consultant ‘Ted Talk’ series and availability of consultants, we adjust to a webinar interview rather than presentation.

3. Project Excellence Hub: Hub of knowledge – project-driven angle to engage a wider audience. Ultimately a microsite for all project focused initiatives linked to the new version of fcsi.org, with a global view and digital only.

Mario suggested that a copy of the call for projects are also provided through the divisional offices so all members are sure to know about the program.

4. Events bandwagon: Use live events to encourage the manufacturers to re-engage by promoting their booth at the event. Both commercial and editorial integration.
5. Regional newsletters: Downpage the magazine to improve ratio between editorial and commercial. Save costs on print and paper.
6. Re-pitch of the FCSI WW Presidents Panel discussion: x4 panels across the year. Each one is in keeping with the quarterly magazine themes.

The board had a discussion about how event sponsors are solicited for Divisional events. Bill recommended that a policy be established which outlines the details of how this will play out with future events. The decision was made to schedule a future meeting to discuss drafting a policy.

Allied Member Initiative was discussed and PC asked if they can launch the program. As an Allied member representative Mick commented that he thought it was a great idea. He cautioned that if all Allied companies decided to participate then how will the recordings be loaded into the system? And will they be loaded in any kind of priority order? Tasha replied that all recordings can be loaded at no cost to the Allied member. The criteria and guidelines to create the video will be provided to the Allied members. The WW Board provided PC permission to launch the program.

Tasha led a brief financial overview of 2017 – 2021. The projected 2022 profit percentage is projected to be similar to 2020 and 2021. Paul queried the forecasted low 15% profit margin for 2022. Stu mentioned that they are looking at upto \$40K reduction in costs for 2022, so costs could be more in line with positive years like 2018/19.

Mario also requested PC to shift the profit focus to date to a revenue focus based on delivering great relevant content and benefits to the FCSI community, profit would follow.

As an Allied representative Mick said that most manufacturers are waiting to see how the economy opens through 2022 Q1. As things get better we will see more activity from advertising and marketing budgets.

Mario offered PC that if a 25% profit is met by yearend, then the 3.5% management fee can be applied. Stu replied that he would discuss this option with the Global Data finance team and let the WW Board know if this is something that could be added to the existing or new agreement.

Mario asked how the WW Board can assist PC in their efforts. The PC team asked that if you have a good relationship with an Allied member, please suggest that they support FCSI WW commercially. Send them to Tasha, or she can send you the info to pass on, whatever would work best for them. In addition, if you have an idea for a new commercially driven initiative, please let PC know. PC also requested that the WW Board help them collaborate with the divisions/regions, which will lead to a better response from the Professional members.

4.0 Financial Report

Bill moved to accept the FCSI WW December, 2021 financial reports as submitted.
Seconded by Andrew and approved unanimously.

5.0 Review of Important Initiatives

Mario requested that board members continue consider and recommend new initiatives that can be undertaken by the WW Board to help with long-term Society success.

Andrew suggested that a committee be established to gather information from all regions, like a scope of work that can be shared with consultants. This could become an FCSI standard that is a template for consultant use with working with government agencies, etc.

6.0 Strategic Planning Meeting

Mario asked for thoughts on the strategic planning meeting.

Eric recommended that the meeting be held in London in June. The UK is reopening for travel and this location will help keep the meeting costs down especially for the PC team. Mario requested Mick to assist with the planning. Mick recommended a central London location and to consider the week beginning 26 June 2022.

The board agreed that the meeting should be a two-day meeting to be held sometime during the end of June/early July. Nick will send out a Doodle Poll to establish best dates. The WW Exec team to develop an Agenda for the 2-day meeting.

8.0 Divisional Updates

8.1 EAME

Remko provided an update on recent EAME activities. Frank Wagner has been elected as Chair Elect and will take over the position at the EAME Conference in Chantilly in May 2022. The Conference planning is coming along, registration is open and they are working on raising conference sponsors.

The Nordic Local Unit has appointed a new chair.

8.2 TAD

Eric reviewed TAD activities with the board, saying that because of the Covid the decision was made that the current board will stand for another year.

The 2022 TAD Conference in Montreal, Canada is moving forward. Eric hoped that all WW Board members will select to attend the Conference.

The consultant's exam has continued to be improved. The standards exam will now use a new company called Scantron to improve efficiencies. Mario recommended all Divisions should share information on how the exams are administered and graded so we could consider a WW standard. Frank and Eric both agreed that there should be more ways for the Divisions to share policies and procedures on how to be administered the exam to ensure the high standard of consultant membership. Frank agreed to share the German exam model.

TAD hopes to have a Latin American Conference in 2023.

Season 3 of On Tap was launched recently and BizEssentials continues to be successful.

8.3 APD

Andrew said that the APD continues to have interest from new members. The Member Evaluation Officer role was successfully put into action recently.

They have had a number of successful educational webinars and a deep sense of satisfaction for the collaborative work in completing the draft BIM standards.

The Annual Business Meeting was a huge success and included personalized videos from several members of the leadership.

9.0 BIM/Revit Update

The board reviewed the recent meeting of the BIM Committee. Mario thanked the committee members for their dedication, valuable time and voluntary service.

The next step is to get the draft standards out to the membership for review. The committee has recommended that the document be launched at the TAD Conference with a panel session with the committee members.

Bill said that if the decision is to launch the guidelines at the TAD Conference then there should also be a mention of the draft standards at the EAME Conference. This way the program can be promoted equally with all Divisions.

10.0 Old Business

There was no old business brought before the Board.

11.0 New Business

11.1 New Initiatives for Consideration

Ahead of our first meeting for 2022, Mario shared the following initiatives for consideration:

1. The President engages in a one on one with each Division Chair every two months, the purpose being to share thoughts, ideas and see how WW could support each division,
2. The WW Administrator Nick will host a quarterly meeting with all three divisional administrators to explore ways of how each division can inspire each other,
3. At these divisional administrator meetings, they will share the upcoming activities in their divisions and based on the activity invite other divisional members to those activities (in person or online),
4. The WW Executive being Bill, Eric, Nick and myself will meet online periodically say every 6 weeks (tbc) to discuss any critical matters,
5. With the assistance of PC, invite WW Board Members each month to deliver an inspirational message via a podcast,

6. Invite each of the Divisional Chairs to provide a short summary say a week before future WW Board meetings to Nick. Nick will circulate the same along with material from PC with the Board meeting agenda.
7. Mario recommended that board members submit a 90 second inspirational message that can be posted to the FCSI channels.

After reviewing the above new initiatives, Mick asked if WW could send out a quarterly one-page update to the Divisional admins for distribution to the Divisional Boards. And for the EAME office to forward to the Local Unit administrators.

12.0 Adjournment

Eric moved to adjourn the meeting. Seconded by Mick and the meeting was adjourned at 10:40 am (local time).

Meeting minutes recorded by N. Vaccaro on 02.11.2022