

*School Nutrition Association of South Carolina*  
*Industry Advisory Committee*  
*Policies and Procedures Guide*



**A. Composition**

- 1- Distributor
- 4 - Food Manufacturers
- 2 - Equipment Manufacturers/Representatives/Dealers
- 5 – Brokers
- 1 - IT Representative/Other
- SNA of SC Past President
- SNA of SC President Elect/Conference Program Chair
- SNA of SC Director/Expo Chair

If a representative cannot be found to serve in the preferred composition above, the committee can make changes as necessary.

**B. Rotation**

Each member serves a three year term on the Industry Advisory Committee. Members will rotate off the committee each year. If a member is no longer involved in a business that serves the school nutrition industry or resigns for any reason, the current Industry Chair (with Industry Advisory Committee approval) will choose a replacement to complete un-expired term from like category.

**C. Criteria for Selection**

A potential member of the Industry Advisory Committee must hold current membership and have maintained industry membership in SNA of SC for two consecutive years prior to being asked to serve on the committee. It is important that a potential member have knowledge of the activities of the committee. It is also important that potential members demonstrate a desire to support the mission and goals of SNA of SC by being a current industry member and being involved in SNA of SC activities.

## **D. Selection Procedure**

Vacancies on this committee will be announced on the website, [www.schoolnutritionsc.com](http://www.schoolnutritionsc.com) during the month of January, to recruit interested SNA of SC Industry Members. Names will be submitted to the Industry Advisory Committee at the March meeting for approval. The Industry Advisory Committee Chair will notify the successful nominees. The Industry Advisory Committee Chair will announce the new Industry Advisory Committee members for the following year at the May SNA of SC Executive Board meeting.

## **E. Responsibilities**

1. The Industry Advisory Committee Chair and one additional Industry Advisory Committee member will serve on the SNA of SC Executive Board as a liaison between the SNA of SC Industry members and the SNA of SC executive board for a two year term.
2. Serves as a sounding committee for new initiatives that promote the goals and mission of SNA of SC.
3. Advise the SNA of SC Executive Committee and the SNA of SC Executive Board regarding issues that affect the Industry community and SNA of SC membership.
4. Recruit new Industry Members and contact present SNA of SC Industry Members regarding renewal of membership.
5. Solicit Industry Sponsorships for all conferences.
6. Develop SNA of SC Industry Member Sponsorship Opportunities Proposal and review annually.
7. Participate in the development of SNA of SC Conference Exhibitor's Prospectus.
8. Work with the SNA of SC Conference Chair for the annual SNA of SC Conference to schedule appropriate exhibit times and sessions of interest to the SNA of SC Industry members.
9. Work with the SNA of SC Industry Chairperson to plan sessions at SNA of SC Industry Conference, when scheduled.
10. Maintain policies and practices that are in the best interests of the Association.
11. Participate in functions targeted to gain support for School Nutrition Programs.

## **F. Meetings**

SNA of SC Industry Advisory Committee will meet a minimum of four (4) times a year unless it is deemed that more frequent meetings are necessary. These meeting will be held directly following the SNA of SC executive board meeting. A member is expected to attend at least 75% of all meetings unless there are extenuating circumstances i.e. sickness, etc. Consistent absences from the SNA of SC Industry Advisory Committee meetings will be grounds for a member to be asked to resign from the SNA of SC Industry Advisory Committee.

**School Nutrition Association of South Carolina  
INDUSTRY ADVISORY COMMITTEE**

**INDUSTRY ADVISORY CHAIR**

1. The IAC Chair will be elected by the members of the IAC Committee and serve for a one year term.
2. Attends SNA of SC Executive Board meetings to report of activities, etc. of the Industry Advisory Committee
3. Is a voting member of the SNA of SC Executive Board
4. Attends the SNA of SC House of Delegates as a voting member

## *Industry Advisory Committee*

### *Term Expiration Dates*

Expires 2014: Broker: Eric Longshore  
Food Manufacturer: Terry Sumner

Expires 2015: Broker: Sherry Crawley  
Broker: Regina Price  
Food Manufacturer: Wanda McDowell  
IT: Jeff Flynn

Expires 2016: Equipment Representative: J.J. Jackson  
Distributor: Melissa Payne (Chair)  
Food Manufacturer: Jack Crawford  
Broker: Ray Bullock

Expires 2017: Broker: Penny Fine  
Food Manufacturer: Mike Spencer  
Equipment Representative: Brian Buruss  
Food Manufacturer: Ula Kalinowski  
Broker: Linda Benyo

## Industry Members Serving on the SNA of SC Executive Board

Two industry advisory committee members shall serve on the SNA of SC Executive Board. One member position will be represented by the chair of the IAC and the second member will be nominated by the IAC and approved by the SNA of SC Executive Board. Following is an explanation for each member:

The Industry Advisory Committee Chair may serve on the SNA of SC Executive Board for a minimum of one year and a maximum of three years if re-elected each year that they are serving as an Industry Advisory Committee member. **(For clarification purposes – the Industry Advisory Committee Members serve a three year term, hence the reference to three years.)**

The second industry members will be recommended by the Industry Advisory Committee for a two year term and approved by the Executive Board.

Responsibilities:

- a. Report to the Board industry information and changes that would impact School Nutrition Programs.
- b. Inform the Board of upcoming events that the Board may be interested in participating in or attending.
- c. Add their expertise to Board discussions as needed.
- d. Recommend “Industry Member of the Year Award” candidate for Executive Board approval.

(Joyce will need to change this after house of delegates.)

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## **Industry Member of the Year**

The Industry Member of the Year will be announced at the annual SNA of SC conference during the first general session. The recipient of this award will be determined by the SNA of SC executive board. Nominations will be made from the Industry Advisory Committee at the May IAC meeting. The IAC chairperson will present nominations at the September SNA of SC executive board meeting. Nominations will also be accepted from the floor during this meeting.

The Industry Member of the Year should be selected based upon the contributions he/she has made in support of SNA of SC and school food service programs in the state of South Carolina.

The Industry Member of the Year will be presented a plaque by the SNA of SC President assisted by the IAC chairperson.