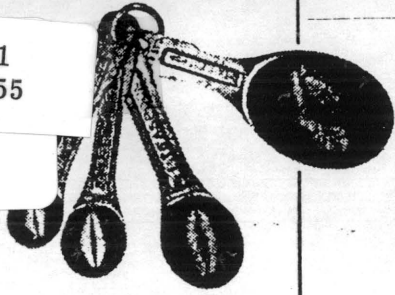


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SMALL-SCALE FOOD PROCESSORS' ASSOCIATION

# PROCESSOR

Volume 2, Issue 1

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## MENTORING PROGRAM READY TO START

If you are a veteran processor who would like to assist in a new business venture, or a new entrepreneur looking for assistance, there is still time. Call Alison Clarke at (716)244-2711 and become a part of this exciting program!

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## ANNUAL CONFERENCE A SUCCESS

The Best Western in Poughkeepsie was "abuzz" as the first annual meeting of the Small Scale Food Processors Association, titled "Tools for Successful Food Processing; Building Community and Profit", began January 18. The conference, sponsored by a grant from NESARE (Northeast Sustainable Agriculture Research & Education), started out with a tour of the successful Hudson Valley Foodworks, a shared use kitchen, which is housed in a big, old, abandoned Woolworth store.

At the end of the tour was a gourmet meal, prepared by the Student Chapter of Chefs Collaborative 2000 of the Culinary Institute of America, from produce and meat donated by NYS farmers and processors.

Roundtable discussions, focusing on Mentoring, and Farmer/ Processor Dialogue completed the first evening.

Bob Lewis, of NYS Agriculture and Markets, opened the second day of the conference with an inspiring talk on the growing importance of regional identity and direct marketing.

Day two continued with workshops, networking meals, and a colorful marketplace of products from NYS and beyond. Topics such as Web Design, Ethnic Marketing Model, Connecting Restaurants and Processors, Positioning Yourself in the Marketplace, Specialty Food Trends, Proper Food Handling, Teamwork With Regulators, Accessing Appropriate Scale Equipment, Co-packing, and Community

Resource Kitchens, were well received by the almost 200 people in attendance.

The meals, as well as the workshops, were a source of information to many. Much networking was done over the breakfast where people sat together in product areas. Regional Chapter meetings over the lunch hour led to a lively discussion around the by-laws of this emerging trade association and the nomination of regional representatives to the first year's Board of Directors.

*The next step: Help us to create an association that reflects what you need. Please read the proposed by-laws and the bios of nominees and vote on the ballot attached to this publication. If you are not a member, you can become one at this time.*

## Networking Column

Are you a processor looking for a source for jars? Need help accessing appropriate size equipment? Want to talk to other processors who have "been there, done that"? Have equipment to sell?

This spot in our newsletter is the place you want to be! We will save this spot for networking among members. If you have an announcement you would like to see here, call, fax, e-mail, or write to the editor and we

will get your item in.

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# Nominees for Offices

## President: Dave Evans and Jim Rotella

### Dave Evans:

Worked in Wall Street for close to 20 years as trader, consultant and helped to establish Lipper Services nationally.

Worked with numerous Wall Street firms in establishing Institutional offices.

Has worked with Cornell University in specialty field crops.

Worked with Japanese firm in rishomes research primarily in Wasabi production.

Owens the only all American owned non-photosynthesis hydroponic plant in US.

Is currently the owner of Spring Mountain Nursery.

Owner of Premier Foods-Specializes in distribution of specialty & health foods.

Owner of New England Samplers — a distributors of regional specialty products to help promote new entrepreneur products.

Is presently the Executive Director of Adirondack Kitchen.

He lives on Lake Champlain with his wife.

### Jim Rotella:

Graduated from LeMoyne College in Syracuse NY 1974.

Spent 15 years with the General Electric (Aerospace) Company in Binghamton as a Project Manager and Contracts Administrator.

Took over the family produce business and developed a full line food service business.

Is currently the President of Rotella Food Service of Binghamton NY and Reliable Food Service of Scranton Pa.

Has worked closely with Cornell University (Geneva), the New York State Dept of Agriculture, and the Cryovac Corporation.

Rotella Produce is also a full-line processor of fruits and vegetables.

He lives with his wife, 3 sons, and his dog.

## Vice President: Bobby Gropper

### Robert Gropper:

Valerie and Robert Gropper, as business partners as well as husband and wife, created My Brother Bobby's Salsa, LLC in 1993 to serve the specialty niche market for their complete line of fresh salsas. As the sole owners, managers and the marketers, they share the awesome responsibility of manufacturing, administration, sales, marketing and product distribution.

Prior to working in the food business, Robert worked as an executive in the printing industry and as a marketing consultant to the business community. He holds a BS Marketing & Accounting, Alfred University (1983)

Professional Affiliation/Awards or Recognition Awards: "The Best Salsa" ....2 years 1996 and 1995 Hudson Valley Magazine.

**Secretary: Sue Hurd Machamer**

Sue graduated from Cornell University and the U of Rochester with a degree in English. She continues to work the Hurd Orchards where she grew up. Working with her husband and daughter, she produces many fruits, including peaches, plums, pears, sweet and sour cherries, strawberries and bramble berries, as well as many vegetables and herbs.

Sue serves on the New York State Advisory Council on Agriculture and the New York State Department of Environmental Conservation Advisory Council.

**Treasurer: Elizabeth Spencer**

Liz Spencer owns and operates Magin Farms, a hydroponic greenhouse operation. Magin Farms currently grows greens, lettuces and herbs; and markets to Wegmans, restaurants, and to the public.

Liz looks forward to increasing her business by focusing on small scale food processing; producing salad dressings, pestos, and herb butters. Working cooperatively with other producers will be beneficial to everyone.

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**BY-LAWS  
OF THE  
NEW YORK SMALL-SCALE FOOD PROCESSORS' ASSOCIATION, INC.**

**ARTICLE I - NAME, HEADQUARTERS, AND TERRITORY**

- Section 1. **Name.** The name of this association shall be the "**New York Small Scale Food Processors' Association, Inc.**" (hereafter, "the Association"). The Association shall be incorporated as a not-for-profit corporation under the laws of the State of New York. It shall be a federation of local chapters (hereafter "Chapters") based on geographic localities within New York State.
- Section 2. **Headquarters.** The headquarters of the Association shall be located in New York State as directed by its Board of Directors.
- Section 3. **Territory.** The territory from which the Association shall draw its members and conduct its business shall be all of the State of New York.

**ARTICLE II - OBJECTIVE**

The purpose of the Association is to provide services and programs to support, develop, and strengthen small-scale food processing in its territory

**ARTICLE III - CHAPTERS**

- Section 1. **Governance.** Each Chapter shall establish its own organizational structure suited to its circumstances and needs. Such structure shall be in accord with the Association's by-laws.
- Section 2. **Meetings.** Each Chapter shall hold at least one general membership meeting each year.
- Section 3. **Representation.** Each Chapter shall be represented by one representative on the Association's Board of Directors.
- Section 4. **Territory.** Initially chapters shall be congruent with the New York State tourism districts. A maximum of two chapters per tourism district shall be permitted, except for the New York City district which shall be permitted a maximum of three chapters.
- Section 5. **Subchapters.** Individual chapters may create subchapters. Subchapters shall not have additional representation on the Association's Board of Directors.

**ARTICLE IV - MEMBERSHIP AND DUES**

- Section 1. **Members.** Any firm or enterprise with 20 or fewer full-time (or the equivalent—based on yearly average due to seasonality of production) workers that is engaged commercially in processing or producing food or beverage products, and that operates in the Association's territory shall be eligible to be a member. Each member shall have voting rights, may participate in the activities of the Association, and shall be eligible to use any services available. More than one person from a member firm may attend meetings and participate in other Association activities, but only one vote may be cast in elections or other decisions. A member firm shall also be a member of one Chapter of their choosing.
- Section 2. **Associate Members.** Any person or firm interested in starting a small-scale food processing enterprise located in the Association's territory shall be eligible to be an associate member. Associate members may attend membership meetings, may participate in other activities of the Association, and shall be eligible to use any services available, but shall not have voting rights. An associate member shall also be a member of one Chapter of their choosing.
- Section 3. **Friends of Small-Scale Food Processing.** Any person or firm, including a County or State Cooperative Extension unit, university, governmental unit, supplier, wholesaler, retailer, or individual, who supports the goals of the Association or is otherwise interested in small-scale food processing, shall be eligible to be a Friend of Small-Scale Food Processing (hereafter "Friend"). Friends may participate in the activities of the Association and shall have access to services as de-

terminated by its Board of Directors, but shall not have voting rights. A friend shall also be a member of one Chapter of their choosing.

Section 4. **Term of Membership.** The term of membership shall be from January 1 to Dec. 30. Members joining after July 1 shall pay a pro-rated membership fee as determined by the Association Board of Directors. A membership not renewed by payment of dues shall be considered to be lapsed on April 1, and that member shall be removed from the membership roster and shall be ineligible for services provided by the Association.

Section 5. **Dues.** Membership dues shall be set by the Association Board of Directors. A portion of each member's dues to be determined by the Board shall be distributed to that member's Chapter. A Chapter may voluntarily assess its members additional dues to carry out its programs and activities.

## ARTICLE V - BOARD OF DIRECTORS

Section 1. **Board Composition and Compensation.** The Board of Directors (hereafter "Board") shall consist of one elected voting member in good standing from each Chapter of the Association. In addition, the elected officers of the Association (Article VI) shall serve as members of the Board. If the Director representing a Chapter cannot attend a meeting or perform other duties, the Alternate Director for that Chapter may assume the duties of that Director. Directors shall be at least 18 years of age and shall serve without compensation. Alternate Directors may be Associate Members or Friends.

Section 2. **Elections.** Elections for the Board shall take place within the 30 days preceding the annual meeting. Directors and Alternate Directors representing Chapters shall be nominated and elected by the voting membership of the Chapter they will represent. Elections shall be conducted by the Chapter using a mailed, secret ballot.

Section 3. **Ex Officio Members.** Nonvoting advisors to the Board may be chosen by 2/3 vote of the Board and may include representatives from groups such as, but not limited to, Cooperative Extension, the New York State Department of Agriculture and Markets, and the agricultural and food marketing industries.

Section 4. **Terms of Office.** The terms of the Directors representing the Chapters shall be two years, beginning at the end of the business meeting at the annual Association Membership meeting in the year in which they are elected and ending at the end of the business meeting of the membership meeting two years later. One-half of these Directors shall be elected in even years and one-half in odd years. Directors representing chapters shall be limited to two consecutive terms. A break of at least one year shall be required before the director shall again be eligible to serve. Directors serving by virtue of being elected officers of the Association shall serve during their terms in office. Any vacancy shall be filled by the Board for the balance of that term, with, in the case of Chapter Directors, first choice going to the Alternates.

Section 5. **Duties of Board Members.** Board members shall represent their respective Chapters at meetings of the Board of Directors. They shall also serve as chairpersons or members of Board committees as requested by the president.

Section 6. **Removal of Directors.** Directors may be removed for cause by the vote of three fourths of the Directors present at any regular or special Board meeting with a quorum. Prior to being subject to be removed for cause, a Director shall be given four weeks written notice of the charges before the Board and shall have an opportunity to respond to those charges prior to a vote on removal.

Section 7. **Resignation.** A Director may resign at any time by giving written notice to the president of the Association or the Secretary of the Association. Unless otherwise specified in the notice, a resignation shall take effect upon receipt thereof by such officer, and acceptance of the resignation shall not be necessary to make it effective.

Section 8. **Quorum.** Six members of the Board including the President and the Secretary, or in the absence of the President and/or the Secretary, a majority of the entire Board shall constitute a quorum for the transaction of business or of any specified item of business.

Section 9. **Act of the Board.** Unless otherwise required by law or by the parliamentary authority, the vote of a majority of the Directors present at the time of a vote, if a quorum is present at such time, shall be an act of the Board.