



**AFM Board Meeting
Minutes
September 20, 2017**

Place:

AFM Headquarters
Dallas, Texas

Board of Directors:

Mike Browne, Chair (p)
Adrian Iturbide, Vice Chair (p)
Ricardo Vega, Treasurer (p)
Ygnacio Valerio, Director (p)
Gary Caloroso, Director (p)
Ramon Paz, Director (p)
Armando Lopez (ex-officio) (p)
Ron Campbell, Secretary (ex officio) (p)

Officially Present:

Alvaaro Luque
Vicky Carpenter
Dolora Sillman
Miguel Molina
Kevin Brosch
Mark Garcia

Members:

Victor Barragan
David Ruiz
Giovanni Cavaletto
Mauricio Gonzalez
Alfredo Rodriguez
Alfredo Rodriguez Jr.
Jorge Hernandez
Gahl Crane
Carlos Genel
Aaron Acosta

Roll Call and Minutes:

Mike Browne called the meeting to order, took the roll call and established a quorum. Kevin Brosch counseled the board on the antitrust policy. Gary Caloroso motioned to approve the minutes from the September meeting and Ramon Paz seconded the motion. Unanimous.

Seating of the new board:

As a result of the annual MHAIA elections, the new AFM board members were seated. These members are Mike Browne, MHAIA's Chair, Carlos Genel, MHAIA's Treasurer and Gary Caloroso as MHAIA's marketing representative to AFM.

Mike Browne nominated Ramon Paz as the new chairman for AFM and this was seconded by Adrian Iturbide. All were in favor of the nomination.

Gary Caloroso nominated Mike Browne to be the new AFM Treasurer which was seconded by Ramon Paz. All were in favor of the nomination.

Therefore, the new AFM Board of directors is as follows:

Mike Browne (c) Treasurer
Adrian Iturbide (c) Vice Chairman
Ygnacio Vallerio (t)
Carlos Genel (t)
Gary Caloroso (m)
Ramon Paz (m) Chairman
Armando Lopez (d) ex-officio
Ron Campbell (d) ex-officio Secretary

AFM Administrative Activities:

Miguel Molina presented the following items:

- New Accounting system status:
 - o SAP was successfully implemented on July 2017.
 - o The scope of the project included closing the books, preparing financial statements, paying vendors, and managing contracts.
- FY 17-18 Initiatives: The accounting team presented the following projects:
 - o Travel Expenses Module: By December 2017 all travel expenses approvals will be performed in SAP
 - o Human Resources Module: All time off request will be implemented in SAP by December 2017

- Purchase Orders Module: The accounting team will implement a full purchase order module in SAP by December 2017
- Customer Relationship Management (CRM) Module: AFM will review and explore implementing a CRM module for the Food Service department by March 2018
- Additional Extensions:
 - Concur: AFM will evaluate an advance travel expense and billing program named Concur by April 2018.
 - Planning/Budgeting:
 - AFM presented the case to implement a planning a budget module by April 2018.
 - Mike Browne mentioned that, due to the importance to keep track of our expenses, AFM needed to accelerate the implementation of the Planning and Budgeting program.
 - Dolora and Miguel will work on this project to evaluate different options and present their findings.
- AFM-Business Intelligent System: Alvaro presented a new vision to consolidate different data sources into one corporate dashboard. Miguel will be looking for different applications to align AFM data and systems towards this goal.
- Human Resources (HR) objectives for FY 17-18:
 - Miguel presented multiple objectives for HR, where the main emphasis is to make sure the company follows administrative, state and federal regulations and implement new initiatives to support a positive corporate culture.
- Culinary Center Status:
 - Phase II was completed, and the Culinary Center was inaugurated.
 - Miguel presented a financial update. AFM is estimated to be \$16K under the \$1.2 million target established by the board.

Creative for the Super Bowl was Presented:

Four separate creative concepts for the Super Bowl commercial were presented. Alvaro will embark on consumer research to evaluate the most popular.

New Business:

Next Board meetings scheduled for February 13 & 14

Due to the Earthquake Advertising will be suspended for the rest of the week.

There being no other new business, Adrian Iturbide motioned to adjourn which was seconded by Gary Caloroso. All were in favor.

Respectfully Submitted

Ron Campbell
Secretary, AFM