ICBV Program Policy and Development Committee

October 25th, 2018 1:00-4:00 PM

Sheridan Rosemont O’Hare

(Continuance of October 17, 2017)

Members Chair: Donnie Anderson, Giovanni Francese, John Holtgreve, Kathy Ungaro, Liason: Dir. Raven Pulliam

1. Call to order introductions
2. Review and update Facility Development Guidelines
3. Define Routes vs Stand Alone Facilities
4. Duel manager facilities policy
5. Digital filing of financials for BEP
6. Review and create written policy regarding managers finding facilities, run for a year
7. Review and create allowable expenses including vending routes – identify expenses not allowed as well
8. Review and create written policy regarding Service Agreements (Business Income Opportunities)
9. Inventory in/out procedures
   1. beverage and water excise tax
   2. Unwanted, near date and dated products
   3. Review form
   4. Set Aside reimbursement and retirement or death
10. Adjourn