

TO: FMI Board of Directors

FROM: Leslie Sarasin

DATE: April 23, 2013

SUBJECT: Materials/Information for FMI Board Meeting and Future Connect Conference

I look forward to welcoming you to Orlando, Florida next week for FMI's Spring Board of Directors meeting and the 2013 Future Connect Conference.

As you prepare for the upcoming FMI Board of Directors meeting, I am pleased to advise that materials are available on the FMI Board webpage (www.fmi.org/board) for review in advance of your arrival in Orlando. **Please also bring these materials with you to the meeting.**

Meeting Schedule

The FMI Board meeting will be held at 12:45 p.m., on Monday, April 29, 2013, at The Peabody Hotel located at 9801 International Drive, Orlando, FL 32819. The Board of Directors Lunch will take place just prior to the meeting at 11:30am – 12:30pm.

Please find enclosed a meeting schedule for all Board and board-level committee meetings and events.

Briefing Material

Please find available on the FMI Board website the briefing materials for the April 29 Board of Directors meeting.

The document includes the schedule of events, board agenda and other relevant material and event reminders. Due to this meeting's focus on the changing U.S. health landscape, the upcoming meeting will not include sufficient time for most of the individual Committee reports.

As a result, these reports are being provided in advance so you may review them at your leisure. There will be time during the Board meeting for any questions you may have about these reports. In the alternative, please feel free to reach out directly to the identified FMI staff member to discuss any of the individual topics either before or after the Board meeting.

Briefing Material Contents:

- FMI Antitrust Compliance Policy
- Schedule of Events
- Board Meeting Agenda
- Board Minutes - January 19, 2013
- Coca-Cola Session Reminder
- Kraft Board Dinner Reminder
- FMI FoodPAC Reception Reminder
- Public Affairs Report
- Food Safety Report
- SQF Report
- One-To-Many Project Report
- Food Waste Project Report
- FMI Foundation Report
- Rapid Recall Exchange (RRE) Report
- FMI Issues Priorities Summary
- Board Lunch Background Material

Please Note: The 2012 Audited Financial Statement has also been provided in a separate link on the webpage.

Registration and Badge Pick Up

Board Members are invited to pick up badges from the Board Hospitality Suite located in Coral Springs 2 on Monday, April 29th from 8:00-11:00am. Breakfast will be available. FMI staff will be on hand to answer questions and provide any assistance needed.

After 11am, badges will be available at the Board Lunch located in the Orlando N Ballroom.

Suggested Attire

Attire for all Board & Committee Meetings is business casual.

The attire for the Board Dinner is also business casual. This is a **change** from previous communications.

The conference dress code for Future Connect is resort business casual. For men, this means khaki pants or slacks, polo shirts, button down shirts, and sport coats optional. For women, slacks or skirts, nice tops, and casual dresses are appropriate. For the Monday night opening party, jeans are also appropriate. The average daytime temperature can be in the mid-eighties; mid-sixties in the evening. Meeting rooms can get chilly, so we recommend that you dress in layers.

Orlando Airport and Ground Transportation

The Peabody Orlando is located approximately 11 miles or 15-20 minutes from Orlando International Airport (MCO).

Taxis are available at the airport and cost approximately \$32-\$40 one way to the hotel. Car service can also be arranged through the hotel, please contact the hotel's concierge desk at (407) 352-4000 for more information.

Valet parking is available at The Peabody Orlando at a rate of \$24 per room per day. Self-parking is available at \$16 overnight.

If you have any questions or need additional assistance, please feel free to call me in my office at (202)220-0890 or on my cell phone at (703)447-3497.

I look forward to seeing you in Orlando.