

Meeting Well

A Guidebook for Planning Healthy Meetings
and Events





Training Objectives

Increase understanding of Nutrition and Physical Activity Guidelines

Explain how to apply Guidelines to meetings and events

Make planning healthy meetings and events easy



Training Agenda

Overview of Nutrition and Physical Activity Guidelines

Background on Meeting Well

Using the Meeting Well Guidebook

On any given day in the United States...



815 billion calories are consumed (*200 billion more than needed*)

47 million hot dogs

4 million pounds of bacon

60 million pounds of red meat

170 million eggs

On any given day in the United States...

3 million gallons of ice cream

**10 million pounds
of candy**

**16 million gallons
of beer and ale**

**1.5 million gallons of hard liquor (*enough
to make 26 million people drunk!*)**



The trouble with healthy meals...

Bland and boring

Chicken, chicken, chicken

What about dessert?

**It's too much trouble to
plan healthy meals**



The Solutions...

Variety

Balance

Moderation



Purpose of Meeting Well

To provide volunteers, staff, and partners with a reference to help make planning healthy meetings and events easy and fun





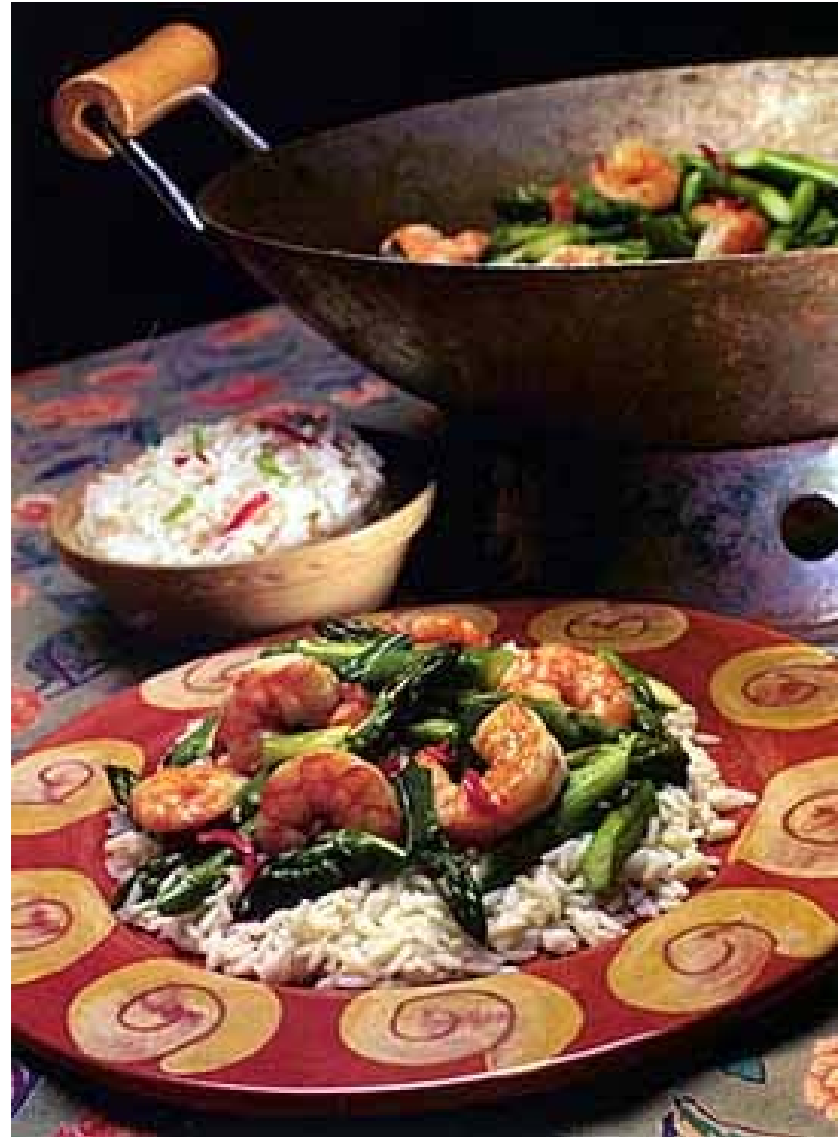
Why follow the Guidelines?

Blue Ribbon Recommendation “The ACS should adhere to ACS Nutrition Guidelines at all ACS sponsored events where food is served.”

Meetings and events often provide a public face to ACS activities

Providing healthy meal choices and physical activity makes meetings more productive





Healthy meals just look better!

Nutrition and Physical Activity Guidelines

Focus on:

Variety

Balance

Moderation





Eat a variety of healthful foods, with an emphasis on plant sources

Eat five or more servings of a variety of vegetables and fruits each day.

Choose whole grains in preference to process (refined) grains.

Limit consumption of red meats, especially those high in fat and processed.

Choose foods that maintain a healthful weight.



Adopt a physically active lifestyle

Adults: engage in a least moderate active for 30 minutes or more on 5 or more days of the week; 45 minutes or more of moderate to vigorous activity on 5 or more days per week may further enhance reductions in the risk of breast and colon cancer.

Children and adolescents: engage in at least 60 minutes per day of moderate-to-vigorous physical activity at least 5 days per week.

Maintain a healthful weight throughout life

Balance caloric intake with physical activity.

Lose weight if currently overweight or obese.



If you drink alcoholic beverages, limit consumption





ACS Recommendation for Community Action

Public, private, and community organizations should work to create social and physical environments that support the adoption and maintenance of healthful nutrition and physical activity behaviors

- Increase access to healthful foods in schools, worksites, and communities.
- Provide safe, enjoyable, and accessible environments for physical activity in schools, and for transportation and recreation in communities.



Meeting Well Overview

General Tips for Meals and Snacks

Meetings at the Office and Pot Luck Events

The Menu Maker

Theme Meals

Action-Packed Meetings



Using the Menu Maker

Begin with your first meal

Select the meal you want

Leave the book open to that item

**Repeat for the other meals you will have
that day**

Copy the page



Using the Menu Maker

Repeat for each day of the meeting

Check for repetition

Take photocopies to your planner to give them an idea of the types of meals you would like



Tips for working with the caterer

Use the Menu Maker as a guide for planning

Use the general tips section to modify menus

Share the ACS Dietary Guidelines with the caterer



Tips for working with the caterer

You are the client.

The caterer should accommodate your suggestions or offer acceptable alternatives.



Group Activity



Helpful Hints for Painless Healthy Meetings

Offer meals that are colorful, tasty, and fun

Offer activities that are fun and inclusive

Emphasize the positive

Summary

Offer a variety of options

Provide a balance between less healthy options and more healthy options

Offer less healthy options in moderation

