

PENNSYLVANIA APPLE PROGRAM BOARD MEETING
Minutes of the January 31, 2023 Board Meeting

Public notice of the January 31, 2023 Pennsylvania Apple Program Board Meeting was given as stipulated by the Sunshine Law.

CALL TO ORDER

David Peters, Chairman, called the meeting to order at 7:54 a.m. Board members in attendance included Ellie Vranich, Treasurer; Mark Boyer; Benjamin Keim; and Carolyn McQuiston.

Also present: Patrick Andrews, Chief of Marketing Development, PDA; Lindsay Young, Senior Manager, McKonly and Asbury, CPAs; Holly Zarefoss, Administrative Assistant for Commodities; and Jenny Groff, Clerical Assistant.

Ashley Fehr, Director, Constituent Services, was also in attendance.

APPROVAL OF MEETING MINUTES

RESOLUTION 2023.01-APPROVAL OF MINUTES

Presented by: Mark Boyer

Seconded by: Benjamin Keim

Passed: Unanimously

To approve the November 8, 2022 meeting minutes.

REVIEW FINANCIALS

Lindsay Young, McKonly and Asbury, CPAs presented financial information as of December 31, 2022. Board members were referred to the Profit and Loss, Profit and Loss Budget vs. Actual Reports for further discussion. Ms. Young indicated that as of December 31, 2022, assessments in the amount of \$67,589 were collected from July through December.

ASSESSMENTS/AUDITS

Jenny Groff was introduced as the new Clerical Assistant for Commodities and Fairs. She brought members up to date with regard to the Apple Assessment Report and total assessments paid for 2020, 2021 and 2022. Ms. Groff answered questions from the Board members.

Ms. Groff stated, as she reviews sales agent forms, she would total the number of fresh and processing bushels per sales agent. She will total the list of agents that sold upwards of 500 bushels and provide that to members as well.

Mr. Andrews suggested sending producers a simplified version of a spreadsheet indicating fresh and processed totals. He will provide additional information to members regarding the matter. He also suggested an annual letter to producers. There was further discussion regarding apple assessment totals and Mr. Andrews suggested reassessment of grower totals.

Mr. Andrews asked that after the members review the list of growers, he, Holly and Jenny will discuss the matter with Attorney Adams, so he can prepare proper language regarding the assessment program.

There was discussion regarding the Board's yearly expenses, accounting fees and the current U.S. Apple millage.

RESOLUTION 2023.02-APPROVAL OF FINANCIAL REPORT

Presented by: Carolyn McQuiston

Seconded by: Benjamin Keim

Passed: Unanimously

To approve the Financial Report as presented.

RESOLUTION 2023.03-APPROVAL OF ASSESSMENT REPORT

Presented by: Benjamin Keim

Seconded by: Ellie Vranich

Passed: Unanimously

To approve the Assessment Report as presented.

RESOLUTION 2023.04-APPROVAL OF INVOICE

Presented by: Ellie Vranich

Seconded by: Benjamin Keim

Passed: Unanimously

To approve the U.S. Apple Invoice.

[The Board recessed from 9:05 a.m. to 9:20 a.m.]

SHAP FUNDING

Chair Peters referred members to their packets for discussion of the current 2023 SHAP projects and the SHAP funding process leading up to discussion of funding amounts in February. There was discussion regarding apple specific research projects.

It was noted that \$75,000 was earmarked in the budget for research projects.

RESOLUTION 2023.05-APPROVAL OF SHAP FUNDING

Presented by: Mark Boyer

Seconded by: Carolyn McQuiston

Passed: Unanimously

To approve SHAP funding in the amount of \$75,000 for 2023 research projects.

MISCELLANEOUS

There was discussion regarding a postage invoice that had not yet been received.

NEW BUSINESS

There was discussion regarding a meeting with Russell C. Redding, Acting Secretary of Agriculture, to discuss what is important to this Board as members of the Pennsylvania Apple Program.

Mr. Andrews suggesting adding some time to the July meeting and changing it from virtual to in-person. Ashley Fehr, Director, Constituent Services, reported that Acting Secretary Redding is currently in discussion with Governor Shapiro with regard to setting the tone of this administration and suggested a virtual meeting due to travel commitments.

Ms. Fehr will schedule the meeting and determine whether in-person or virtual at a later time. She would like to review the draft agenda before the July meeting to guide discussion of other topics of benefit to the Apple Board.

It was noted that Board appointments for Carolyn McQuiston and David Peters will expire this year. The nomination process will be initiated April 1, 2023. Mr. Andrews noted a letter to make nominations, a letter to confirm interest, and a final letter from the Secretary accepting the appointment will be sent.

Mr. Andrews noted that online payments for assessments do not give the option to pay with a credit card which will "massively" reduce Board fees. Routing and account numbers would need to be given to pay electronically.

There was discussion regarding the possibility of merging the fruit boards into one tree fruit board. Mr. Andrews explained the process to make that happen.

There was discussion regarding peach and pear crops and sales.

Members were requested to review the list of growers and return with comments by March 1, 2023.

There being no further business, the meeting was adjourned at 10:11 a.m.

Respectfully Submitted:



Erica Correia

January 31, 2023

