

PENNSYLVANIA POTATO RESEARCH PROGRAM BOARD MEETING
Minutes of the February 4, 2021 Skype Board Meeting

Public notice of the February 4, 2021 Pennsylvania Potato Research Program Board Meeting was given on as stipulated by the Sunshine Law.

CALL TO ORDER

Mark Troyer, Chair, called the meeting to order at 9:23 a.m. Board members in attendance (in addition to Mr. Troyer) included Nolan Masser, Vice Chair; Jonathan Blass, Secretary Treasurer; Bryan Bender, and Keith Masser.

Absent were Mark Farabaugh, Joseph Farabaugh, Bryan Beck, Valery Robbins, and James Benschhoff

Also attending were Patrick Andrews, Chief of Market Development; Char Riley, Liaison, Pennsylvania Department of Agriculture and ACMA Board; Laura England, Director, Bureau of Market Development; Lindsay Young, Senior Manager, McKonly and Asbury Accountants; Sherri Voxakis; and Holly Zarefoss, Clerk.

Dr. Xinshun Qu, Researcher, PSU; Michael Peck, Researcher, PSU; Nathan Tallman, Executive Director, Pennsylvania Cooperative Potato Growers; Robert Leiby, Pennsylvania Cooperative Potato Growers; Jonathan Price, Stermann Masser, Inc. were also in attendance.

John Howard, Esquire, Chief Counsel, was not present.

APPROVAL OF MEETING MINUTES

RESOLUTION 2021.01-APPROVAL OF MINUTES

Presented by: Keith Masser

Seconded by: Jonathan Blass

Passed: Unanimously

To approve Minutes of the July 9, 2020 meeting.

FINANCIAL REPORT/ASSESSMENT REPORT

Lindsay Young, Senior Manager, McKonly and Asbury Accountants, referred Board members to the Potato Research Program Profit and Loss Statement for July through December 2020 as compared to July through December of 2019 for further discussion of assessment, interest and miscellaneous income, and expenditures. She noted assets, liabilities, and a fund balance on the Balance Sheet as of December 31, 2020.

Ms. Young discussed the Potato Assessment Report as of December 31, 2020, prepared by Holly Zarefoss indicating a total collection amount of \$39,328 for the 2018 marketing season, \$6,636 collected from 14 growers with zero (0) delinquent remaining; a total collection amount of \$40,557.92 for the 2019 marketing season, \$18,163.92 collected from 18 growers with zero (0) delinquents and \$37,806.80 collected for the 2020 marketing season, and \$10,456 from audit payments with two (2) delinquents.

RESOLUTION 2021.02-APPROVAL OF FINANCIAL REPORT

Presented by: Jonathan Blass

Seconded by: Keith Masser

Passed: Unanimously

To approve the Financial Report as presented.

RESOLUTION 2021.03-APPROVAL OF ASSESSMENT REPORT

Presented by: Jonathan Blass

Seconded by: Keith Masser

Passed: Unanimously

To approve the Assessment Report as presented.

AUDIT - AUP APPROVAL

Lindsay Young, Senior Manager, McKonly and Asbury Accountants, referred to the accountants' report provided by Garcia Garman and Shea, P.C. for discussion of an outstanding check. She requested approval to cancel and void that check which would be done by way of an email.

Board members were requested to review the Agreed-Upon Procedures report submitted by Garcia, Garman and Shea.

RESOLUTION 2021.04-APPROVAL OF AUDIT-AUP REPORT

Presented by: Keith Masser

Seconded by: Nolan Masser

Passed: Unanimously

To approve the Audit-AUP Report as presented.

PENNSYLVANIA REGIONAL POTATO GERmplasm EVALUATION PROGRAM

Dr. Xinshun Qu/Michael Peck, Researchers, Penn State University, presented before the Board for discussion of the Pennsylvania Regional Potato Germplasm Evaluation Program. Mr. Peck

talked about the different varieties grown at three different locations, including among other locations Erie County, Lehigh or Northampton County and Rock Springs, Centre County. Objective details were provided. Board members were referred to the submitted proposal for review. Board members had questions.

POTATO GROWER LETTER/TIMELINE DISCUSSION

Mr. Andrews referred to a letter from Keith Hilliard for further discussion of whether the Board felt the argument of the timing of assessments should be considered. Ms. Zarefoss explained that the letter he was probably referring to was sent out October 8, 2020, which included a copy of claims that would have been filed for nonpayment. She indicated the claim had been paid. Board members discussed several options, including delaying the first notice a couple months and changing the due date on the notice,

RESOLUTION 2021.05 - APPROVAL OF DUE DATE

Presented by: Keith Masser

Seconded by: Nolan Masser

Passed: Unanimously

To approve billing letters being sent out at the same time with a due date of September 30, and audit letters being sent out October 30.

RESEARCH PROPOSAL

RESOLUTION 2021.06 - RESEARCH PROPOSAL-PENN STATE UNIVERSITY

Presented by: Keith Masser

Seconded by: Jonathan Blass

Passed: Unanimously

To approve project funding in the amount of \$30,000 for 2021-2022 requested by Dr. Xinchun Qu/Michael Peck, Researchers, Penn State University.

NEW BUSINESS

Mr. Andrews explained that currently the state university system and individual researchers are being notified of the opportunity to fund research programs and asked the Board if there were any other extension organizations or other universities in other states that the Board would like to see people notified to try to generate interest in Pennsylvania's potato industry. There was further discussion regarding the matter.

Bryan Bender indicated he would be seeking reappointment. Bryan Beck and Mark Troyer would be contacted regarding their reappointments.

Mr. Andrews noted that Mr. Hilliard will be sent a reply letter regarding this concerns.

Board members were notified of the Pennsylvania Vegetable Growers Conference to be held next week and were referred to the website for further information.

SCHEDULED NEXT MEETING

The next meeting is scheduled for Thursday, July 8, 2021.

ADJOURNMENT

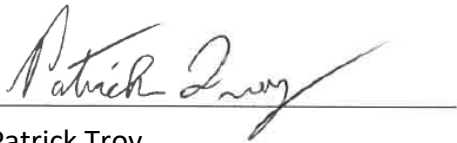
RESOLUTION 2020.07- ADJOURNMENT

Presented by: Jonathan Blass

Seconded by: Nolan Masser

Passed: Unanimously

There being no further business, the meeting was adjourned at 10:21 a.m.

A handwritten signature in cursive script, reading "Patrick Troy", is written over a horizontal line.

Patrick Troy

February 4, 2021

