

**PEACH AND NECTARINE RESEARCH PROGRAM BOARD MEETING**  
**Minutes of July 10, 2023**  
**MS TEAMS VIRTUAL MEETING**

Public notice of the July 10, 2023 Pennsylvania Peach and Nectarine Research Program Board Meeting was given as stipulated by the Sunshine Law.

**CALL TO ORDER**

Norman Schultz, Chair, called the meeting to order at 9:06 a.m. Board members in attendance included Tad E. Kuntz, Vice Chair; Henry Frecon; Jeremy Zeager; and Wayne Hollabaugh.

Tyler Fetters, Mike Kurek and Dean Spencer were absent.

Attending were Patrick Andrews, Chief of Market Development; Lindsay Young, Senior Manager, McKonly and Asbury; Holly Zarefoss, Administrative Assistant for Commodities; and Adam Morris, Esquire, Chief Counsel.

**APPROVAL OF MEETING MINUTES**

**RESOLUTION 2023.09 -APPROVAL OF MINUTES**

Presented by: Tad E. Kuntz

Seconded by: Wayne Hollabaugh

Passed: Unanimously

To approve the February 1, 2023 and March 17, 2023 meeting minutes.

**FINANCIAL REPORT**

Lindsay Young, McKonly and Asbury, referred Board members to information regarding the A/P Aging Summary. Jennifer Hilt, McKonly and Asbury, was also present for the report.

Ms. Young referred members to the Rutgers A/P Aging Summary for further discussion. Ms. Zarefoss would email contact information to Ms. Young, so she could follow up on the matter and update the Board at the next meeting.

Ms. Young referred to the Balance Sheet through May 31, 2023. She discussed the negative line items in the Profit and Loss statement and the Time of Ripening expense.

The Board discussed moving \$25,000 into a CD for six months. Ms. Young stated money could be moved once the Board has approval to do so, but the treasurer would need to review the same. She noted funds may be available through Citizens beyond the municipal government account.

Mr. Frecon mentioned the Board was set up as a not-for-profit Board, where funds are to be spent on research.

Ms. Young agreed the Board should not be buying and selling funds, noting an interest-bearing account would accrue a few dollars and be relatively low risk, given that the money collected is meant to be used for future research projects. Mr. Morris explained there is a statute in the Fiscal Code, which allows government entities to invest in certain types of investment but limits options.

Mr. Andrews suggested the Board should consider further discussion of what it would like to see done with the amount of money it has and further suggested that the Board consider electing a treasurer.

#### **RESOLUTION 2023.10-APPROVAL OF FINANCIAL REPORT**

Presented by: Henry Frecon

Seconded by: Tad E. Kuntz

Passed: Unanimously

To approve the Financial Report as presented.

#### **ASSESSMENT REPORT**

Holly Zarefoss, Administrative Assistant for Commodities, presented assessment reports noting just over \$16,000 collected for 2022, 4 delinquents remain from 2022, and 3 for 2021. She noted letters from the legal office needed to be sent to delinquents for 2022. Delinquents for 2021 were sent and would be followed up by telephone calls to those who had not paid before seeking legal action. Research Surveys for 2023 were mailed in June.

#### **RESOLUTION 2023.11-APPROVAL OF ASSESSMENT REPORT**

Presented by: Wayne Hollabaugh

Seconded by: Tad E. Kuntz

Passed: Unanimously

To approve the Assessment Report as presented.

#### **BUDGET FOR 2023-2024**

Lindsay Young, McKonly and Asbury, addressed the Profit and Loss Statement, noting year-to-date the Board collected \$15,869 in assessments. The Board agreed to change the budget to \$16,500 for the upcoming year and to keep interest at \$50. She noted accounting fees for next year would be \$780, Board expenses at \$350, postage at \$350, and miscellaneous at \$300. She anticipated the audit fee would remain the same at \$1,000. The total for research projects was

kept at zero. Ms. Lindsay summarized \$16,550 with assessments and interest income and \$2,780 in expenses covering accounting, postage, miscellaneous, and audit and would leave a net income with assessments after expenses of \$13,770.

#### **RESOLUTION 2023.12-APPROVAL OF BUDGET FOR 2023-2024**

Presented by: Henry Frecon

Seconded by: Jeremy Zeager

Passed: Unanimously

To approve the Budget as presented.

#### **ELECTION OF OFFICERS/ACCEPTANCE OF BOARD MEMBERS**

Ms. Zarefoss noted receipt of the acceptance form from Mr. Zeager and awaited those to be returned by Mr. Spencer and Mr. Schultz. She noted three names were received for the vacant seat and awaited paperwork from the Secretary for seats being refilled.

#### **ELECTION OF CHAIR**

Norm Schultz was nominated for Chair. All members voted in favor of the nomination.

#### **ELECTION OF VICE CHAIR**

Mr. Zeager nominated Tad E. Kuntz for Vice Chair. All members voted in favor of the nomination.

#### **ELECTION OF TREASURER**

Mr. Andrews explained the job as Treasurer entails approval of invoices for McKonly and Asbury, court reporting services, grants, and postage invoices. Ms. Young noted McKonly and Asbury has signature authority, and follow-up copies of all checks are sent out.

Mr. Schultz and Mr. Zeager nominated Norm Schultz for Treasurer, seconded by Mr. Kuntz. All members voted in favor of the nomination.

#### **RESEARCH TOPICS**

Mr. Andrew reported no survey topics were received from growers. He suggested that the Board include a request for topics in the Request for Proposal (RFP), along with a specific amount of money.

Mr. Kuntz recommend a pool number of about \$40,000 for topics including bacterial spot, brown rot, oriental fruit moths, and varieties of peaches or nectarines.

Mr. Zeager also suggested chemical blossom thinners for crop load on trees. Controlling rootstock was also recommended.

Mr. Andrews noted that emails would be added to their distribution list, along with prepping the RFP template for publication this fall.

### **NEW BUSINESS**

Chair Schultz continued discussion regarding the CD, stating he would be contacting the bank regarding interest information on the balance for six months. Mr. Andrews suggested a Board conversation and motion regarding the matter.

#### **RESOLUTION 2023.13-APPROVAL OF \$25,000 INVESTMENT**

Presented by: Tad E. Kuntz

Seconded by: Henry Frecon

Passed: Unanimously

That Chair/Treasurer Schultz researches to find a six-month investment for \$25,000 and then acts on that investment pending approval by Mr. Morris.

Mr. Frecon noted a correction to his email address on the Board member sheet.

### **ADJOURN**

#### **RESOLUTION 2023.14-ADJOURNMENT**

Presented by: Jeremy Zeager

Seconded by: Henry Frecon

Passed: Unanimously

To adjourn the meeting.

There being no further business, the meeting was adjourned at 10:12 a.m.



Matthew Ford

July 10, 2023