

PENNSYLVANIA APPLE PROGRAM BOARD MEETING
Minutes of the July 6, 2021 Skype Board Meeting

Public notice of the July 6, 2021 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 9:07 a.m. Board members in attendance included Gary Faulkner, Vice Chair; Ellie Vranich, Treasurer; Mark Boyer; and Thomas Haas.

Carolyn McQuiston was not present at the commencement of the meeting.

Also present: Patrick Andrews, Chief of Marketing Development, PDA; Char Riley, Liaison, PDA and ACMA Boards; Laura England, Director, Bureau of Market Development; Holly Zarefoss, Clerk 2; John Howard, Esquire, Chief Counsel; and Adam Morris, Esquire, Legal Department.

Lindsay Young and Sherri Voxakis, McKonly and Asbury, CPAs and Destiny Zeiders, Executive Director at PA House of Representatives, were also in attendance.

APPROVAL OF MEETING MINUTES

RESOLUTION 2021.6-APPROVAL OF MINUTES

Presented by: Mark Boyer

Seconded by: Ellie Vranich

Passed: Unanimously

To approve the February 1, 2021 meeting minutes.

ELECTION OF OFFICERS

RESOLUTION 2021.7-NOMINATION OF CHAIRMAN

Presented by: Thomas Haas

Seconded by: Mark Boyer

Passed: Unanimously

To retain David Peters as Chairman.

RESOLUTION 2021.8-NOMINATION OF VICE CHAIR

Presented by: Mark Boyer

Seconded by: Thomas Haas

Passed: Unanimously

To retain Gary Faulkner as Vice Chair.

RESOLUTION 2021.9-NOMINATION OF TREASURER

Presented by: Mark Boyer

Seconded by: Thomas Haas

Passed: Unanimously

To retain Ellie Vranich as Treasurer.

REVIEW FINANCIALS

Lindsay Young and Sherri Voxakis, McKonly and Asbury, CPAs presented the financial information. Board members were referred to the Balance Sheet, Profit and Loss comparison, and Profit and Loss Budget vs. Actual Reports for further discussion.

RESOLUTION 2021.10-APPROVAL OF FINANCIALS

Presented by: Ellie Vranich

Seconded by: Gary Faulkner

Passed: Unanimously

To approve the Financials as presented.

ASSESSMENTS/AUDITS

Holly Zarefoss, Clerk 2, provided the Apple Assessment Report as of 5/31/2021. There was further discussion regarding adjustments to the report. Ms. Young will email the 2020/2021 Budget that was prepared last year to all members. There was further discussion regarding assessment income and budget totals for 2016 through 2020.

Out of state places where PA apples may be being shipped were noted to include among others National Fruit in Winchester, VA; Peterson's and Materne's in Michigan; Bowman Andros Foods, Virginia; and F&S Produce, Vineland, NJ.

RESOLUTION 2021.11-APPROVAL OF ASSESSMENT REPORT

Presented by: Mark Boyer

Seconded by: Gary Faulkner

Passed: Unanimously

To approve the Assessment Report with the bushels listed at the next meeting.

BUDGET FOR 2012-2022

There was discussion regarding the Budget for 2021-2022 including Board expenses year to date and for the upcoming fiscal year.

RESOLUTION 2021.12-APPROVAL OF BUDGET

Presented by: Thomas Haas

Seconded by: Ellie Vranich

Passed: Unanimously

To approve the Budget for 2021-2022 as presented.

NEW ITEMS

Mr. Andrews suggested discussion regarding amending the assessments, if necessary, at the next meeting. Mr. Peters suggested discussion regarding the referendum also at the November meeting. Ms. McQuiston suggested continued discussion in November with regard to the amount of processing bushels paid. Mr. Andrews would soon provide the report.

Ms. Riley was in contact with Maureen Irvin regarding the Mid-Atlantic Conference next year. She noted further discussion at the next meeting regarding the matter.

There was discussion regarding the nomination process for those terms that are expiring. The mailing process would be eliminated, and an email with a form letter would be sent out to save the Board postage costs.

RESOLUTION 2021.13-EMAIL NOMINATIONS

Presented by: Carolyn McQuiston

Seconded by: Mark Boyer

Passed: Unanimously

To eliminate the mailing process and email nominations for 2022.

Mr. Andrews updated members regarding the software for commodity groups for collecting assessments and managing grants by the use of online payment options and indicated it is currently being processed by the Executive Office and IT delivery center.

Ms. Young will be asked about whether the checking account was transferred into a money market account to gain interest.

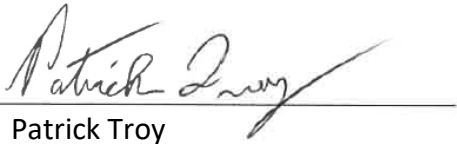
NEXT MEETING

The next Pennsylvania Apple Program Board in-person meeting will be held on November 9, 2021 at 9:00 a.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:25 a.m.

Respectfully Submitted:

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

Patrick Troy

July 6, 2021