

**PENNSYLVANIA MALT AND BREWED BEVERAGE INDUSTRY PROMOTION BOARD**  
**Minutes of the May 4, 2017 Board Meeting**  
**PA Department of Agriculture, Room 309**  
**Harrisburg, Pennsylvania**

Public notice of the May 4, 2017 Pennsylvania Malt and Brewed Beverage Industry Promotion Board meeting was given on April 27, 2017, as stipulated by the Sunshine Law.

**CALL TO ORDER**

The meeting was called to order at 10:06 a.m. Board members in attendance included William Brock, Michele Meloy Burchfield, Sean Casey, Christian Lampe and Frank Pistella. Also attending were Cristopher Hoel, Hoel Law Office; Jeffrey Reeder, Ace Distributing; Brook Duer, Pennsylvania Department of Agriculture; and Cheryl Cook, Pennsylvania Department of Agriculture. The following individuals attended a portion of the meeting: Laura England, Pennsylvania Department of Agriculture; and Jennifer D'Angelo, Pennsylvania Department of Agriculture.

**ADVISORY MEMBERSHIP**

**RESOLUTION 2017.02 – ADVISORY MEMBER POSITIONS FOR BOARD**

Motion by: Sean Casey

Seconded by: Christian Lampe

Passed: Unanimously

To allocate up to four advisory positions to the PA Malt and Brewed Beverage Industry Promotion Board.

**RESOLUTION 2017.03 – ACCEPTANCE OF ADVISORY BOARD MEMBER**

Motion by: Sean Casey

Seconded by: Michele Meloy Burchfield

Passed: Unanimously

To appoint Jeffrey Reeder as a member of the advisory board.

**MINUTES**

Minutes of the April 6, 2017 meeting were emailed to Board members for their review in advance of the meeting.

**RESOLUTION 2017.04 – ACCEPTANCE OF APRIL 6, 2017 MINUTES**

Motion by: Christian Lampe

Seconded by: Sean Casey

Passed: Unanimously

To accept the minutes of the April 6, 2017 meeting.

**DISCUSSION TOPICS**

The following topics were discussed:

- Grant Solicitation Processes/Grant Agreements
- Budget
- Ongoing Communication with Elected Officials

- Electronic Survey for Stakeholders
- Economic Impact Study
- Linkages to Tourism

#### **ACTION ITEMS**

- Advisory board members: Board will consider the two individuals discussed as potential advisory board members and will continue this discussion at the next meeting.
- List from PLCB: PDA will reach out to PLCB to obtain a list (excel spreadsheet) of beer licenses by county. The list should also include the "D's" (retail distributors).
- Budget: PDA will prepare a draft budget including a narrative as if it were a grant for review at the next meeting. Mr. Pistella and Mr. Reeder will work with the PDA on this project.
- Grant proposal: Mr. Brock and Ms. Meloy Burchfield will review the grant proposal. Mr. Duer will provide the board with the grant process.
- Mr. Duer will provide the board with a summary of how the board will propose to address administrative costs so each board member can send it to the individual who appointed them.
- Ongoing communications with elected officials: Approved meeting minutes and meeting notices will be sent on a regular basis to the following: The two liquor committees and the two chairs of each of the committees, house and senate leadership, the Governor's Office, and PLCB (CEO, chief counsel, and legislative liaison). Mr. Duer and Ms. D'Angelo will work on this project.
- The PDA will provide the board with a list of the board member's email addresses.
- The PDA will create an email resource account.
- Deputy Cook will reach out to Carrie Fisher Lepore who has agreed to participate on behalf of the Tourism Office at DCED.

#### **NEXT BOARD MEETING**

The next board meeting will be held on Thursday, June 22, 2017 at the PA Department of Agriculture at 10:00 a.m.

#### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 1:03 p.m.

Respectfully Submitted:



Laura England  
June 20, 2017