

PENNSYLVANIA APPLE PROGRAM BOARD MEETING
Minutes of the July 7, 2020 Skype Board Meeting

Public notice of the July 7, 2020 Pennsylvania Apple Program Board Meeting was given on July 2, 2020 as stipulated by the Sunshine Law.

CALL TO ORDER

David Peters, Chairman, called the meeting to order at 9:05 a.m. Board members in attendance included Gary Faulkner, Vice Chair; Mark Boyer; Carolyn McQuiston; Thomas Haas; and Ellie Vranich, Treasurer.

Patrick Andrews, Chief of Marketing Development, PDA; Lindsay Young, Senior Manager, McKonly and Asbury, CPAs; Char Riley, Liaison PDA and ACMA Boards; Laura England, Director, Bureau of Market Development; and John Howard, Esquire, Chief Counsel were also in attendance.

APPROVAL OF MEETING MINUTES

The Board discussed a correction to the Minutes.

RESOLUTION 2020.08-APPROVAL OF MINUTES

Presented by: Carolyn McQuiston

Seconded by: Mark Boyer

Passed: Unanimously

To approve the January 28, 2020 meeting minutes.

ORGANIZATION OF BOARD MEMBERS

Char Riley, Liaison PDA and ACMA Boards, stated the Board needed to vote to retain David Peters as Chair, Gary Faulkner as Vice Chair, and Ellie Vranich as Treasurer, if those members choose to continue to hold those positions. Information regarding Board member term expirations was provided.

RESOLUTION 2020.09-BOARD NOMINATIONS-CHAIR

Presented by: Thomas Haas

Seconded by: Carolyn McQuiston

Passed: Unanimously

Motion to nominate David Peters as Chair.

RESOLUTION 2020.10-BOARD NOMINATIONS-VICE CHAIR

Presented by: Mark Boyer

Seconded by: Carolyn McQuiston

Passed: Unanimously

Motion to nominate Gary Faulkner as Vice Chair.

RESOLUTION 2020.11-BOARD NOMINATIONS-TREASURER

Presented by: Thomas Haas

Seconded by: Mark Boyer

Passed: Unanimously

Motion to nominate Ellie Vranich as Treasurer

Ellie Vranich agreed to represent the Board on the SHAP Board. Information regarding the matter would be listed on a future agenda.

REVIEW FINANCIALS

Lindsay Young, Senior Manager, McKonly and Asbury, presented before the Board. She referred to financial information in the packet for further discussion of the Pennsylvania Apple Program Balance Sheet as of May 31, 2020, the Profit and Loss Budget vs. Actual for fiscal year July 2019 through June 2020.

Mr. Andrews reminded members the Board's budget would need to be set for the year.

There was discussion regarding funds to be placed into a money market account. Ms. Young indicated that was not done as additional requirements would be necessary. She will follow up on the matter. Board members had additional questions regarding the financials. Mr. Andrews had additional questions regarding the municipal account. Ms. Vranich noted a correction in the financials regarding the SHAP Apple Research expense.

Ms. Young referred to the Apple Assessment Report as of May 31, 2020 for further discussion of the total paid on the 2018 and 2019 assessments and delinquent accounts.

RESOLUTION 2020.12-APPROVAL OF FINANCIAL REPORT

Presented by: Ellie Vranich

Seconded by: Gary Faulkner

Passed: Unanimously

To approve the financial report provided by Ms. Young, including the Balance Sheet, and Profit and Loss with noted corrections.

ASSESSMENTS/AUDITS

Board members discussed the Budget for the fiscal year ending June 2021. Ms. Vranich suggested increasing the Adv/Sponsor/CourtReport/Legal expense and adjusting the PMA Booth Rental and Charitable Contribution.

Holly informed Mr. Andrews noted the amount due from 2019 would not be known until a response was received from distributed letters. Everybody, other than Willie Means, was compliant for 2018.

Other expenses were reviewed line by line.

RESOLUTION 2020.13-APPROVAL OF 2020-2021 BUDGET

Presented by: Carolyn McQuiston

Seconded by: Ellie Vranich

Passed: Unanimously

To approve the 2020/2021 Budget.

CRAFT USDA GRANT APPLICATION - PA APPLE GROWER REP

Laura England, Director, Bureau of Market Development, stated Chatham University's Center for Regional Agriculture, Food and Transformation (CRAFT) at its Eden Hall Campus recently applied for a USDA grant. She indicated the trade organizations were contacted looking for representatives from the different commodities, including one from this Board, to serve on the CRAFT Board of Directors should the grant be awarded. The individual would agree to serve on the Board for a two-year period and required to attend the meetings. Ms. England inquired as to any member interested in serving in that capacity. There was further discussion regarding the matter.

Mr. Hoyer volunteered to serve for a one-year period. Ms. England will contact the CRAFT Director and set up a telephonic meeting for further discussion regarding the matter.

NEW BUSINESS

Mr. Andrews forwarded an email to all members regarding the letter that the Board worked with the Governor's office on which contained specific instructions about how the motion should be stated to ratify that action by the Board.

The following language by Attorney Howard was emailed to all members and read into the record as follows: The Board was asked to sign on the letter on very short notice. There's not

sufficient time to convene a meeting of the Board. The Board Chairman and other members believe with important issues the Board should have added support. While this did not follow disbursement of funds, it would be the opinion of legal Counsel that Board action should be taken to approve signing on to the letter. The Board Chair informed all members by email and the Board members voted unanimously to approve signing of the letter. The Board further agreed to take official action at its next meeting to ratify this action of the Board.

RESOLUTION 2020.14-APPROVAL OF LETTER

Presented by: Ellie Vranich

Seconded by: Mark Boyer

Passed: Unanimously

To ratify the Board's decision to sign off on the letter.

There was further discussion. Mr. Andrews suggested the Board should decide whether or not to follow the same process whereby a matter is brought to the Board's attention, David polls the Board for their opinion and takes action as long as the Governor's Office approves, and then the Board ratifies at the next meeting or just sign on to everything for a year as long as the Governor's Office approves and forego the polling. Board members offered comments and opinions regarding the matter.

ADJOURNMENT

RESOLUTION 2020.15 ADJOURNMENT

Presented by: Thomas Haas

Seconded by: Mark Boyer

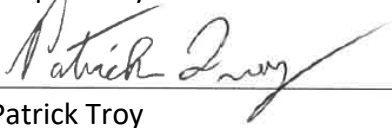
Passed: Unanimously

To adjourn the meeting.

There being no further business, the meeting was adjourned at 10:40 a.m.

The next meeting is tentatively scheduled for November 12, 2020 at 10:00 a.m. in Room 309 but may be scheduled virtually.

Respectfully Submitted:


Patrick Troy

July 7, 2020

