



**AMERICAN PECAN PROMOTION BOARD**

**RESEARCH COMMITTEE MEETING**

**JANUARY 28, 2025**

**10 AM CT**

**AGENDA**

**I. CALL TO ORDER**

**II. APPPROVE PREVIOUS MINUTES**

**III. NEW BUSINESS**

- a. Committee Introductions and Welcome
- b. Review and Discuss Committee Charter (last reviewed in February 2024)
- c. Topline Review of FY24 Research
- d. Topline Review and Discussion of the FY25 Unified Pecan Promotion Plan
- e. FY25 Research Activities Update
- f. FY25 Budget Refresher

**IV. OTHER BUSINESS**

**V. ADJOURNMENT**

## **PROGRAM ACTION ITEMS**

### **APPROVAL OF PREVIOUS MEETING MINUTES**

- Motion: Approve previous meeting minutes

### **APPROVAL OF COMMITTEE CHARTER**

- Motion: Approve to bring Research Committee Charter to Board in February for approval
- Background: Each APPB committee has an established charter to outline the purposes of the work as well as the expectations of the committee. Once approved, the charter will be submitted to the full board for approval with the ability to be revisited and updated throughout the year, as appropriate.

### **APPROVAL OF REVISED APPB RESEARCH STUDY PAYMENT TERMS**

- Motion: Approve Research Study Structure Terms to be changed from 20%, 40%, 40% to 30%, 50%, 20%
- Background: Through contract negotiations with a few universities on study funding, it was requested to change payment structure to increase APPB's initial payment to the university. Study investigators noted a larger portion of the study budget is used in the upfront for recruitment, lab set-up and facilitation of the study. As such, APPB is requesting a change in the payment structure, however, will still require Universities to transparently share line-item budgeting for the study, including detailed set up and equipment fees, as well as proper reporting and check in periods, starting with a full team kick-off call for proper alignment.