

AMERICAN PECAN PROMOTION BOARD

FULL BOARD

TUESDAY July 25, 2023

11:00 a.m. Central Time

MINUTES

I. CALL TO ORDER – David Salopek, Chairman

A Board Meeting of the American Pecan Promotion Board (the “board” or “APPB”) was called to order by David Salopek, Chairperson of the Board at 11:03:32 am CST on Tuesday, July 25, 2023.

A. ROLL CALL

Chairman Salopek called on Alexander Ott to lead a roll call of participants and the following persons were present:

Trent Mason
Paul Quiros
Mike Adams
Deborah E. Ralls
Phillip Arnold
David Salopek
Brittan Bagley
Mark Hamilton
Dennis Hardman
Guillermo Humphrey
Sally Arn

Alex Caryl	USDA
Matthew Collins	USDA
Marlene Betts	USDA

Alexander Ott	APPB
Jeff Smutny	APPB
Deborah Barnett	APPB
Emma Garner	APPB
Alexis Ard	APPB
Lesley ONeal	APPB
Kristi Mosquera	APC

Guest

Alison McMillon

Blare Krebs
Jenny Heep
Catherine Clark
Megan Brooks
Caroly Westcomb
Gayla Clark
Maggie Pepper
Laila Rios
Marian Anderson
Justin Jones
Matthew Bailey
Steve Zaffarano
Arsenio Gonzales
Sarah Yaff

B. ESTABLISH QUORUM

A quorum was confirmed at 11:34 a.m.

C. CHAIRMAN UPDATE & EXECUTIVE DIRECTOR UPDATE

Chairman Salopek welcomed everyone to the meeting and thanked everyone for all they do for the industry. He also thanked Alexander Ott for all the hard work and time he had given for the pecan industry. The Chairman explained that they are moving forward in the search for a new executive director.

D. APPROVAL OF PREVIOUS MINUTES

Chairman Salopek asked for comments regarding the Minutes from March 21, 2023, Board Meeting. Upon a motion made by Deborah Ralls, the Board approved by vote to approve the Minute of March 21, 2023 Board Meeting.

II. CONSENT ITEMS

- A. Approval of Legal Counsel for Employee/Contractor Related Activities/ Intellectual Property
- B. Approval of Line-Item Transfers with Oversight by Chairman
- C. Approval of No-Costs Extensions with Oversight by Chairman
- D. Approval of Utilizing Reserve Dollars to Assist in Funding 2023-2024 Budget
- E. Approval of Committees to Approve Contractors for Committee-Related Activities

After discussion, Trent Mason moved that the Board approve the Consent items as listed A through F, which was approved by a vote of the Board.

III. EXECUTIVE COMMITTEE

- A. Review & Approval of Financial Audit – Presented by Sampson & Sampson
Upon review and a presentation of the Sampson & Sampson financial audit, Mark Hamilton moved to approve the financial audit, which was approved by the vote of the Board.

B. Referendum

Alexander Ott explained the timeline needed for the referendum. Alex Caryl gave an overview of the referendum process and the importance of communicating to the industry to encourage voting. It was moved by Dennis Hardman that the vote start April 1, 2024 which was approved by a vote of the Board.

C. Board Seats for 2023-2024

After discussion, Trent Mason motioned that all current officers and committee members remain in their position until the new Board members are seated, which was approved by a vote of the Board.

D. Election for Board Seats 2024-2025

Discussion continued regarding the process, positions and communicating the timeline.

IV. FINANCIAL COMMITTEE

Maggie Pepper from Armstrong Backus presented the current financial statement. Upon review Phillip Arnold moved that they be accepted, which was approved by a vote of the Board.

V. RESEARCH COMMITTEE

A. Update on Activities

1) Library

Paul Quiros gave an update on the online library status. An intern has been hired. They have 323 articles and another 763 that USDA needs to clear for use. He thanked Alexis Ard and intern Kara Tudor for all their hard work. Mr. Quiros explained that this is still a work in progress, and he is very excited and optimistic at what has already been done and what will be done in the future.

2) Health Claims

Jeff Smutny introduced Jenny Heep who gave a presentation on their current efforts and information from Eat Well Global.

VI. MARKETING COMMITTEE

A. Marketing Activities Update

Alexis Ard gave an overview of current marketing activities including the success of Weber Shandwick's taco truck.

Marina Anderson gave a report on market research in Mexico, understanding habits and practices of pecans of Mexican consumers.

VII. APPROVAL OF TOTAL BUDGET

The 2023-2024 FY budget will be similar to the 2022-2023 FY in order to provide the new Executive Director flexibility for their vision and potential projects.

Deborah Ralls moved that the Borad approve the 2023-2024 FY budget, which was approved by a vote of the Board.

VIII. EXECUTIVE SESSION

Chairman Salopek ended the open meeting at 1:17 p.m. when the APPB Board entered into Executive session.

IX. NEW BUSINESS

X. ADJOURNMENT

Respectfully submitted,

Deborah Barnett

Deborah Barnett
APPB Operations Manager

Approved after review of the board and USDA

David Salopek, Chairman
American Pecan Promotions Board