



MINUTES
Administrative Committee Meeting
Wednesday, February 17, 2021
Via Zoom

Chairman Matt Sealock called the meeting to order at 9:00 a.m.

I. ROLL CALL – Attending were:

Committee Members: George Colley, Chris Van Belle, Matt Sealock, Landon Lommers, Chris Mio, Kim Mills, Nancy Boettcher.

Alternate Committee Members: Craig Gilbert, Harold Sealock, Clay Christensen, Troy Martin, Ryan Ferguson, Jay Castle

Growers: Rod Schutte, Wes Ferguson, Bob McKellip, Dave Startup, Sharon Schutte, Daniel Freeman, Scott Setniker, Marvin Wollman, Ken Schutte, Kim Freeman, Harold McConnell

Handlers: Eli Perkins and Jeremy Russell-Norwest, Rodney Jones, Amanda Schmitt and Max Amundson-Callisons, Devin Dekker-RCB Int'l, Matt Fagerness-Essex Labs, Phil Dufault-Labbeemint, Tyler Schilperoort-AM Todd

USDA: Joshua Wilde

Other: Emily McCann, CLA

Administration: Shane Johnson, Kim Hatch and Sheri Nolan

II. USDA Antitrust Statement

Josh Wilde reviewed the Antitrust Statement.

III. Audit Review

Emily McCann from CliftonLarsonAllen, LLP reviewed the audit for the Fiscal Year ending in May 2020. George Colley moved and Chris Mio seconded the motion to accept the audit. The motion passed unanimously.

IV. Minutes Consideration

Minutes from the October 14, 2020 meeting and January 27, 2021 conference call were reviewed by all. Shane noted some minor changes that will be made. Chris Mio moved and Nancy Boettcher seconded the motion to accept the minutes of the October 14, 2020 meeting and January 27, 2021 conference call as amended. The motion passed unanimously.

V. Review and Approval of Current Financial Statements

Shane Johnson reviewed the Statement of Income and Expenses for the period June 1, 2020 through February 11, 2021 (Copy attached). He reported that the income to date totaled \$215,312.07; total expenses to date are \$128,452.98 resulting in net income of \$82,489.25. He also reported that the balance sheet indicated that there \$160,339.11 in the Washington Trust Bank Account, \$4.25 in A/R and prepaid insurance, \$968.61 for total assets of \$161,311.97. Shane also presented the check detail, October 1, 2020 to February 11, 2021. There were no questions on the financial statements and George Colley made a motion that the financial records be accepted as presented, Landon Lommers seconded to accept the financial statements. The motion passed unanimously.

VI. New Business

A. Report of Executive/Budget Sub Committee

1. Approval of 2021-2022 Compliance Plan - Shane reviewed the minor changes from last year's Compliance Plan. A couple of clarifications need to be made with the USDA. A motion was made by Nancy Boettcher, seconded by Chris Mio to recommended the approval of the compliance plan with latitude for minor changes from the USDA. The motion passed unanimously.
2. Review and Approval of the following: Shane reviewed the Market and Promotion Budget, Full Budget and the 2021-22 Assessment rate. A motion was made by Chris Mio, seconded by Kim Mills to approve as presented the Market and Promotion Budget in the amount of \$13,000; the Full Budget as included in the meeting packet and the 2021-2022 Assessment rate in the amount of .14 cent per pound. The motion passed unanimously.
3. Staff then left the meeting so that the committee and those in attendance could discuss the 2021-22 Ag Association Management Contract. Chris Van Belle motioned to approve the 2021-2022 Contract with Ag Association Management at the current level. Nancy Boettcher seconded. The motion passed unanimously.

B. Review of Current Statistics – Shane reviewed the current statistics.

C. Review of Current Regulations – Shane reviewed the current regulations.

VII. Next Meeting: Chairman Matt Sealock set the date for the next meeting for October 13, 2021 to be held in Pendleton, OR at a location TBD. Area grower meetings will take place 2 to 3 weeks prior.

X. Adjournment:

The meeting was adjourned by at 10:01 a.m.

Submitted by:

_____ Shane Johnson, Manager

Attested to by:

_____ Committee Member