

Citrus Research and Field Trial (CRAFT) Foundation, Inc.
Minutes of the Board of Directors Meeting
January 28, 2021

A meeting of the Board of Directors of the Citrus Research and Field Trial (CRAFT) Foundation, Inc. was held on Thursday, January 28, 2021 via Zoom web conferencing. The meeting was properly noticed and recorded. Chairman Glenn Beck called the meeting to order at 11:00 a.m. Roll was called, and a quorum was present. Board members present were Glenn Beck, Dr. Harold Browning, Tom Mitchell, Phillip Rucks, Steve Smith, Dr. Trevor Smith and John Updike, Jr. Also participating were Kristen Carlson, Dr. Patricia Ouimet and Tamara Wood.

Also present were Roger Ingley, Kevin Metheny and Sal Tropea.

Presentation and Approval of Minutes: Minutes of the December 15, 2020 Board of Directors meeting were provided to members via email prior to the meeting. Dr. Browning noted that the minutes did not reflect the approval of the Treasurer's Report. Ms. Wood will amend the minutes to reflect that approval. **Dr. Browning moved to approve the minutes as amended. Mr. Updike seconded the motion which passed unanimously.**

Presentation and Approval of Treasurer's Report: Mr. Mitchell reviewed the financial statements as of December 31, 2020. He noted that the cash-on-hand at the end of the year was mostly unencumbered grower payments. Mr. Mitchell asked Dr. Smith if there was a risk of those unencumbered funds being taken back by FDACS and Dr. Smith noted that there was not. **Dr. Browning moved to approve the Treasurer's Report as presented. Mr. Updike seconded the motion which passed unanimously.**

Consideration of Board Policies on Record Retention, Ethics and Conflict of Interest and Whistleblowers: Ms. Carlson reminded Board members that Board policies on Record Retention; Ethics and conflicts of Interest; and Whistleblowers were needed by the accountants and auditors in order to complete the tax return. At some point these policies may need to be reconciled to the state statutes that cover Direct Service Organizations, but for now both will be utilized to cover all bases. The policies were provided electronically to all Board members prior

to the meeting. **Mr. Smith moved to approve the policies as presented. Mr. Updike seconded the motion which passed unanimously.**

Presentation and Request for Approval of Tax Return: Mr. Ingley presented the 2019 CRAFT Foundation, Inc. tax return, which had been provided to all Board members prior to the meeting. Dr. Browning questioned whether question 34 on page 4 should have been marked “yes” due to CRAFT’s relationship with FDACS. Mr. Ingley noted that they would look further at that question to determine the IRS’ definition of “related to” and ensure it is properly responded to before submitting. Regarding question 8b on page 6, Dr. Browning asked if the Board should be reviewing minutes from each of the Technical Working Group meetings. Ms. Carlson noted that because the TWG only makes recommendations and does not take official action, it was not necessary. The list of Directors on page 7 should be updated to add Mark Wheeler, remove Kevin Metheny and list Tamara Wood as Secretary. Additionally, question 2a on page 12 should be answered with “yes.” Mr. Ingley noted that all updates will be made and sent to staff for final review before submission. **Mr. Mitchell moved to approve the 2019 Tax Return following the noted changes. Dr. Browning seconded the motion which passed unanimously.**

Presentation and Request for Approval of Audit FY 2019-20: Mr. Tropea presented the FY 2019-20 Audit which was provided to all Board members prior to the meeting. The opinion of the auditor stated, “In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Citrus Research and Field Trial Foundation, Inc. as of June 30, 2020, and the changes in its net position and its cash flows for the period from inception (June 18, 2019) to June 30, 2020, in accordance with accounting principles generally accepted in the United States of America.” Mr. Tropea expressed his thanks to CRAFT staff as well as staff from the Citrus Service Organization (CSO) for their assistance in supplying all materials and working with his firm under COVID restrictions. Mr. Ingley noted that the audit would be finalized and shared with necessary parties. Ms. Carlson noted that she would also share the final audit report with CRDF, FDACS and USDA. **Mr. Updike moved to approved the FY2019-20 Audit. Dr. Browning seconded the motion which passed unanimously.**

Presentation from Rick Dantzler, CRDF, regarding NIFA Application: Mr. Rick Dantzler provided an update to the Board regarding an application to NIFA to be submitted by CRDF. He noted that when CRAFT indicated they would not be interested in submitting another NIFA application, CRDF was asked to submit something similar to the previous application on a smaller scale. They are currently looking at a \$3-4 million request with Dr. Ed Stover taking the lead on the application process. The project has four components: 1) Phenotyping of all in the Pantuso trial – 200 scions; 2) Creating new, replicated scion trials in Florida and California; 3) Creating genetic sequencing platform in the California region to reform the one in Florida; and 4) Creating a California plant breeding program. Because of the short application time-frame, the CRDF Executive Committee recommended moving forward with conditions including: 1) receiving permission from UF; 2) that it does not require matching funds from CRDF; 3) that CRDF will determine parameters and specifications; and 4) CRDF would be the one to hire the project director. Mr. Dantzler noted that letters of support are not needed for the pre-proposal, but that support is indicated in the package. **Dr. Browning moved to go on record to the CRDF Board noting CRAFT’s support of the idea of grower-driven research in the field as it can fit into a proposal, noting final support of an application would be considered at a later date. Mr. Mitchell seconded the motion which passed unanimously.**

Overview of Current Funding: Ms. Wood presented an overview of funding received and payments processed to participants to-date.

Report from Technical Working Group and Request for Approval of Contracts: Dr. Ouimet presented 18 projects to the Board of Directors for consideration following recommendations of approval from the Technical Working Group. Those projects included:

- Group One:
 - 055S
 - 058S
 - 060S
 - 069S
 - 071S
 - 074S
 - 082S

- 095S
- 097S
- 101S
- 106S
- 107S

Dr. Browning questioned the satellite image for 101S, noting that it appeared to be a reclamation site. Additional information regarding that location was requested prior to a vote.

Dr. Browning moved to approve all projects presented from Group One with the exception of 101S. Dr. Smith seconded the motion which passed unanimously.

- Group Two:
 - 059S
 - 061S
 - 100S
- Group Three:
 - 089S
- Group Four:
 - 080S
 - 086S

Dr. Browning and Mr. Rucks noted concerns regarding the use of kaolin clay in projects 080S and 089S. **Dr. Browning moved to approve all projects presented from Groups Two, Three and Four with the exception of 080S and 089S. Mr. Rucks seconded the motion which passed unanimously.**

Ms. Carlson noted that the TWG and staff will go back to those growers whose projects were not approved and either redesign their projects or move to the next application on the waitlist. Dr. Browning recommended revising 080S and 089S to utilize kaolin clay in the dry season and traditional controls in the rainy season.

Staff was also asked to check on potential licensing restrictions regarding the planting of Orri mandarins in multiple projects.

Seeing no further business, Mr. Beck adjourned the meeting.

Minutes submitted by Tamara C. Wood, Secretary.