

Citrus Research and Field Trial (CRAFT) Foundation, Inc.
Minutes of the Board of Directors Meeting
March 30, 2021

A meeting of the Board of Directors of the Citrus Research and Field Trial (CRAFT) Foundation, Inc. was held on Tuesday, March 30, 2021 via Zoom web conferencing. The meeting was properly noticed and recorded. Chairman Glenn Beck called the meeting to order at 9:00 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.

Presentation and Approval of Minutes: Minutes of the February 18, 2021 Board of Directors meeting were provided to members via email prior to the meeting. Ms. Carlson provided an update on an action item regarding the presentation of a letter to CRDF, letting Board members know that she is waiting until the State Legislative Budget is finalized before sending that letter. **Mr. Mitchell moved to approve the minutes as presented. Dr. Browning seconded the motion which passed unanimously.**

Presentation and Approval of Treasurer's Report: Mr. Mitchell reviewed the financial statements as of February 28, 2021. Ms. Wood provided an explanation for the funds shown under "pending current" and "pending final" explaining that those under current have specific checks already issued but not yet released, while those under final are already allocated to grower payments but are not yet tied to a specific check number. **Dr. Browning moved to approved the Treasurer's Report as presented. Mr. Updike seconded the motion which passed unanimously.**

Review and Approval of Amended Lease Agreement: Ms. Carlson reported to the Board that the Citrus Service Organization (CSO) had approached CRAFT regarding an enclosed office space within the Florida Citrus Mutual headquarters that had become available for lease. This space would afford CRAFT staff privacy when hosting meetings and discussing contract matters with participants. The additional space would lead to an increase of \$300 per month added to the existing lease agreement. Ms. Smith asked if that increase was supported by the organization's

budget. Ms. Carlson noted that it is. **Mr. Updike moved to approve the amendment of the lease agreement to reflect the additional office space and increase of \$300/month. Mr. Smith seconded the motion which passed unanimously.**

Report from Technical Working Group and Request for Approval of Contracts: Dr. Ouimet presented 10 projects to the Board of Directors for consideration following recommendations of approval from the Technical Working Group. Those projects included:

- Group One:
 - 101S – this project was first presented to the Board at the January 28, 2021 meeting but was not approved due to concerns regarding the location being the site of a former dairy. Following soil sample analysis and further review by the Technical Working Group, this project was once again presented for consideration by the Board.
- Group Two:
 - 111S
- Group Three
 - 070S
 - 140S
- Group Four
 - 056S
 - 087S
 - 099S – Staff was asked to follow up with this grower to confirm planting density. The Board noted that they would accept the density whether it is 75 tpa or 175 tpa, clarification is just needed for records.
 - 108S
- Resets
 - 125R
 - 130R

Mr. Mitchell moved to approve CRAFT_2020_101S, CRAFT_2020_070S, CRAFT_2020_140S, CRAFT_2020_056S, CRAFT_2020_087S, CRAFT_2020_099S, CRAFT_2020_108S, CRAFT_2020_125R and CRAFT_2020_130R. Dr. Browning seconded the motion. The motion

passed with Dr. Browning abstaining from the vote related to CRAFT_2020_140S due to a conflict of interest.

Dr. Browning moved to approve CRAFT_2020_111S as presented. Mr. Updike seconded the motion. The motion passed with Mr. Mitchell abstaining from the vote due to a conflict of interest.

Discussion Regarding Succession Planning: Ms. Carlson shared a job description for the Executive Director/Program Manager position electronically with the Board prior to the meeting. She noted that while the position may become part time in the future, it may also continue to require full-time attention. Many of the administrative set-up duties will no longer be required, but more hands-on attention to grower issues will replace those hours. She noted that whoever is hired may need to be more production-oriented with administrative skills as well. She has discussed the possibility of an agency such as FDACS-DPI or CRDF taking over administration with Dr. Smith and Mr. Dantzler, and there was some potential interest. Ms. Carlson told the Board that she would like to complete her contract by August 1, 2021 but that the June 2021 Annual Meeting may be the best time to bring someone new on.

Dr. Browning noted that the possibility of an additional Cycle of the CRAFT program moving forward leads to the question of whether the organization will just be maintaining its current programming, assisting California and/or Texas with the implementation of a similar program, or administering another full Cycle. Those factors will play a role in determining the best path moving forward. He recommended that the Board wait until the Legislative Session is complete so that a fuller picture of funding will be available before moving forward.

Mr. Beck asked if there had been any interest expressed from individuals in applying for the position. Ms. Carlson reported that there were no official candidates, but that there were some with potential.

Dr. Smith asked if the organization is in a comfortable place going forward to finance the administration of the program. Ms. Carlson noted that if unencumbered funding from the first Cycle of CRAFT is allowed to roll-over for an additional year, it will adequately cover administrative costs for that period. Dr. Smith noted that there may need to be some flexibility from funders to pay for administration moving forward.

Mr. Beck asked the Board if there is a preference regarding moving forward with an individual to fill the position or an agency. He noted that he would prefer an individual. Mr. Updike stated

that his preference would depend on what happens in the next 30 days related to funding. Dr. Browning stated that it would be hard to find an individual with all of Ms. Carlson's skills. He also noted that an agency may be able to fill all of the duties currently covered by Ms. Carlson and Ms. Wood at a lower hourly rate. Mr. Rucks presented Mr. Peter Chaires as a potential candidate to consider for the position moving forward.

This matter will be readdressed at the next scheduled meeting.

New Business: Ms. Carlson presented a brief legislative update. A memo from Florida Citrus Mutual was shared with the CRAFT Board electronically prior to the meeting with an update. Ms. Carlson noted that since that memo, proviso language had also been received from the Senate Appropriations Committee. This language includes \$7.5M to the CRDF for large-scale field trials to be distributed through an RFP process, which would look positive for a CRAFT Cycle III. The language also includes a 50/50 split of funding between "small" and "large" growers, that the RFP be developed in consultation with the Florida Department of Citrus, that CRDF receive \$3M for basic research, and that the funding be allowed to be used for research other than HLB.

Under additional new business, Dr. Browning asked if the next meeting of the Board of Directors could return to an in-person format. The rest of the Board was in agreement and Ms. Carlson noted that it could be done, with a Zoom option for anyone who may prefer to remain virtual. Ms. Wood will send out a survey for dates for the next three meetings.

Seeing no further business, Mr. Beck adjourned the meeting at 10:15 a.m.

Minutes submitted by Tamara C. Wood, Secretary.