

## AMERICAN PECAN PROMOTION BOARD

### BOARD MEETING

December 7, 2021

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 2:34pm CST on Tuesday, December 7, 2021.

### Participants

Mr. Salopek called on Mr. Quiros to lead a roll-call of the participants and the following persons were present:

Alex Caryl, (MDD-MARB)  
Sue Coleman, (MDD-MARB)  
Marlene Betts, (MDD)  
Trent Mason  
Mike Adams  
Deborah Walden-Ralls  
Guillermo Humphrey  
Brittan Bagley  
Dennis Hardman

Jaye Massey  
Phillip Arnold  
Molly Willis  
Kortney Chase  
Paul Quiros  
David Salopek  
John Turner  
John Hutchens

Maggie Pepper, Armstrong, Backus, & Co, LLP

Based on the attendance, a quorum for the meeting was confirmed.

### Approval of Minutes

Mr. Salopek asked for comments regarding the Minutes from the November 9, 2021, and November 18, 2021, Board Meetings. Hearing none and upon motion made by Ms. Walden-Ralls, the Board approved the Minutes of the November 9, 2021, and November 18, 2021, Board Meetings.

Accounting Firm Introduction and Collections Update

Mr. Salopek called on Ms. Maggie Pepper, the APPB's representative from Armstrong, Backus & Co., LLP, to update the Board on the background of their firm and their work on behalf of the APPB. Ms. Pepper described her accounting firm's size and capabilities and the work done for the APPB by her firm to date.

### Discussion of De Minimis and Organic Exemptions

Mr. Salopek described the receipt of assessment exemption requests under the Order and described how these will be addressed in the future and a notice to the industry describing the process would be prepared and distributed in the future.

### Portal Construction Discussion

Mr. Salopek called on Ms. Walden-Ralls to review the APPB Portal development. Ms. Walden-Ralls discussed her recent discussions with representatives of Fishhook. Fishhook has asked for a scope of work to be prepared for the Portal development and has put the APPB's Portal project on their calendar for work to begin in early 2022.

### Bylaws Update

Mr. Salopek called on the Mr. Quiros to give an update on the bylaws. Mr. Quiros reported on the bylaws preparation and the current request for Board members to make suggestions regarding desired committees to be created in the bylaws.

### Marketing Update

Mr. Salopek called on Mr. Adams to give a marketing report. Mr. Adams reviewed the history of the American Pecan Council's ("APC") development of a marketing plan and contractual relationships to meet the plan. Mr. Adams made suggestions as to how the marketing plan of the APC might be viewed by the APPC and how the APC and the APPB might coordinate on Pecan marketing in the future. Ms. Caryl reminded the Board of its need to independently review any marketing plans or marketing contracts.

## USDA Update

Mr. Salopek called on Ms. Caryl to update the Board on the USDA's public communications with Producers, First Handlers and Importers. Ms. Caryl reviewed the many ways the USDA has reached out to each of these constituencies and the industry as whole through the APPB's USDA/AMS web page and through industry publications. Ms. Caryl described the efforts of the USDA as an "industry blitz" concerning the payment of assessments, the use of the Board's forms and the confidentiality of the Board's processes. Ms. Caryl reviewed the Board's USDA/AMS web page with the Board. Ms. Caryl also reported that the USDA and Board's accounting firm have been communicating about compliance with the Order.

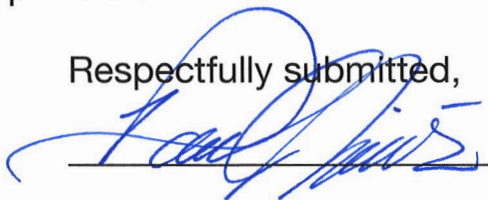
## Future Meetings

Mr. Salopek called for the next meeting of the Board to be held at 2:30pm CST on Tuesday, January 4, 2022, and a meeting of the Executive Committee to be held at 2:30pm CST on Monday, January 3, 2022. It was also announced that an interim report of assessment collections will be made to the Board during the week of December 19, 2021.

## Old Business, New Business and Adjournment

Mr. Salopek called for Old Business or New Business. Hearing none and upon motion by Ms. Walden-Ralls and approval of the Board, the meeting was adjourned at 3:17pm CST.

Respectfully submitted,



Paul A. Quiros, Secretary

Approved after review of the Board and USDA:

David Salopek

David Salopek, Chairperson