

AMERICAN PECAN PROMOTION BOARD

EMERGENCY BOARD MEETING

November 18, 2021

An Emergency Board Meeting of the American Pecan Promotion Board (the “Board,” or “APPB”) was called to order by David Salopek, Chairperson of the Board at 2:33pm CST on Thursday, November 18, 2021.

Participants

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

Marlene Betts, (MDD)	John Turner
Sue Coleman, (MDD-MARB)	Brittan Bagley
Phillip Arnold	Molly Willis
John Hutchens	Guillermo Humphrey
Trent Mason	Dennis Hardman
Mike Adams	Kortney Chase
Deborah Walden-Ralls	Jaye Massey
David Salopek	Paul Quiros
Maggie Pepper, Armstrong, Baccus & Co. LLP	Mark Hamilton

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

Bank Account and Accounting Update

Mr. Salopek called on Ms. Walden-Ralls, Board Treasurer, to update the Board on the Board’s Bank and Accounting relationships. Ms. Walden-Ralls reported on the status of the opening of the Bank Accounts and their ability to deposit Assessments as provided in the Order. Ms. Walden-Ralls also reported on the newly established contractual relationship with the APPB’s Accounting Firm to accept and process Assessment payments and related confidential First Handler or Importer information. Ms. Walden-Ralls called on Ms. Maggie Pepper of Armstrong, Baccus & Co. LLP who confirmed the new accounting relationship was in place.

Board Forms

Mr. Salopek described that the main purpose of this Emergency Meeting was to review the status of the Board’s Forms and, if appropriate, to approve their use. Mr. Salopek called on Mr. Adams to report on the work of the “Forms working group.” Mr.

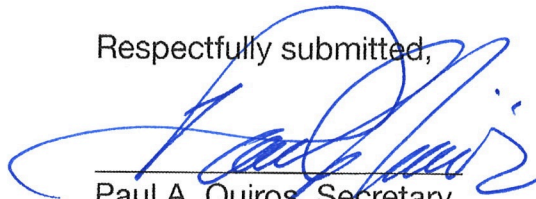
Adams discussed the work of the "Forms working group" and the USDA since the last APPB meeting and thanked all of those that had spent time and given input on the drafts of the Board's Forms. Mr. Adams recommended that the Board adopt the most recent version of the Forms and Instructions for use by the APPB through 9/30/22. Mr. Adams also recommended that the Board continue to work with the USDA and OMB to improve the Forms and to create new ones as the Board deems necessary. A discussion ensued and a number of the meeting participants expressed their views on the process, the forms and the recommendation. Mr. Adams made a motion to adopt the current version of the Forms and Instructions as presented to the Board for use by the APPB until September 30, 2022, which was approved by the Board.

Old Business, New Business and Adjournment

Mr. Salopek called for Old Business or New Business. Ms. Betts made comments on the Board's Form approval and process and several Board members thanked the members of the Forms working group for their attention to this important matter.

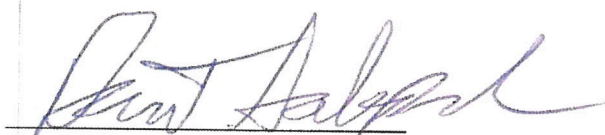
After no further comments or calls for Old and New Business, the meeting was adjourned at 3:00pm CST.

Respectfully submitted,



Paul A. Quiros, Secretary

Approved after review of
the Board and USDA:



David Salopek, Chairperson