

AMERICAN PECAN PROMOTION BOARD

BOARD MEETING

November 9, 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, November 9, 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)
Sally Arn
Sue Coleman, (MDD-MARB)
Phillip Arnold
Mark Hamilton
Trent Mason
Mike Adams
Deborah Walden-Ralls
David Salopek
Marlene Betts, (MDD)

Guillermo Humphey
John Turner
Brittan Bagley
Romulo Garza
John Hutchens
Dennis Hardman
Kortney Chase
Jaye Massey
Paul Quiros

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

Approval of Minutes

Mr. Salopek asked for comments regarding the Minutes from the October 26, 2021, Board Meeting. Hearing none and upon motion made by Mr. Mason, the Board approved the Minutes of the October 26, 2021, Board Meeting.

Bank Accounts Update

Mr. Salopek called on Ms. Walden-Ralls, Board Treasurer, to update the Board on the opening of the Bank Accounts. Ms. Walden-Ralls reported on the status of opening of the Bank Accounts and announced they were now opened but the MOU still needed to be signed.

Accounting Firm Update

Mr. Salopek called on Ms. Walden-Ralls to review the discussions with the Board’s Accounting firm. Ms. Walden-Ralls described the current status of the

contracting with the Accounting firm, the services the Accounting firm would provide, and their coordination with Board's Bank. Ms. Walden-Ralls described the Accounting firm's security and dual authentication processes.

Board Forms Discussion

Mr. Salopek called on Mr. Adams to review the current status of the Board's forms. Mr. Adams reviewed the status of the forms and described it as a "work in progress." Mr. Adams discussed the work of the Board's "forms working group" and the USDA since the last APPB meeting. Mr. Adams, members of the forms working group, members of the Board and the USDA reviewed the Board's forms and discussed the language of the forms' instructions in order to assist First Handlers, Importers and Producers comply with the Order.

Portal Construction Discussion

Mr. Salopek called on Ms. Walden-Ralls to discuss APPB Portal development. Ms. Walden-Ralls discussed how an electronic portal could be developed which would allow First Handlers, Importers and Producers to file the Board's form information electronically. Ms. Walden-Ralls reviewed the success of the American Pecan Council's similar portal development with Fishhook. After discussion, Mr. Hardman made a motion that the Executive Committee be authorized to contract with Fishhook to create an electronic portal for the Board's forms which motion was approved by the Board.

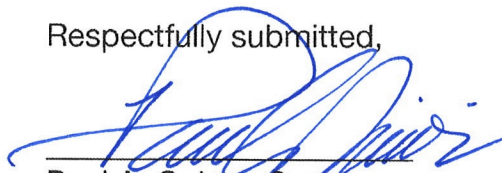
Future Meetings

Mr. Salopek called for an Emergency meeting of the Board to be held at 2:30pm CST on Thursday, November 18, 2021; a regular meeting of the Executive Committee to be held at 2:30pm CST on Monday, December 6, 2021; and a regular meeting of the Board to be held at 2:30pm CST on Tuesday, December 7, 2021.

Old Business, New Business and Adjournment

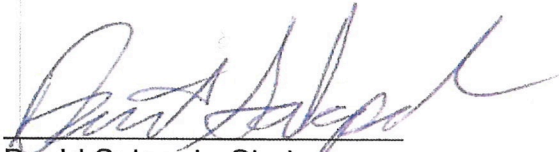
Mr. Salopek called for Old Business or New Business. Hearing none he adjourned the meeting at 4:03pm CST.

Respectfully submitted,



Paul A. Quiros, Secretary

Approved after review of
the Board and USDA:

A handwritten signature in blue ink, appearing to read "David Salopek", written over a horizontal line.

David Salopek, Chairperson