

**PENNSYLVANIA POTATO RESEARCH PROGRAM BOARD MEETING**  
**Minutes of the February 3, 2022**  
**Mid-Atlantic Convention**

Public notice of the February 3, 2022 Pennsylvania Potato Research Program Board Meeting was given as stipulated by the Sunshine Law.

**CALL TO ORDER**

Mark Troyer, Chair, called the meeting to order at 7:40 a.m. Board members in attendance (in addition to Mr. Troyer) included Nolan Masser, Vice Chair; Jonathan Blass, Secretary Treasurer; Bryan Bender; Keith Masser; and Valery Robbins.

Absent were Mark Farabaugh, Joseph Farabaugh, Bryan Beck, and James Benshoff.

Also attending were Patrick Andrews, Chief of Market Development; Char Riley, Liaison, Pennsylvania Department of Agriculture and ACMA Board; Laura England, Director, Bureau of Market Development; Lindsay Young, McConly and Asbury Accountants; and Adam Morris, Esquire.

Dr. Xinshun Qu and Michael Peck, Researchers, PSU; Robert Leiby, agronomist, Pennsylvania Cooperative Potato Growers; and Nathan Tallman, Executive Director, Pennsylvania Cooperative Potato Growers, were also present.

Char Riley reported this would be her last meeting as she has received a promotion with DGS.

**APPROVAL OF MEETING MINUTES**

**RESOLUTION 2022.1-APPROVAL OF MINUTES**

Presented by: Jonathan Blass

Seconded by: Bryan Bender

Passed: Unanimously

To approve Minutes of the July 8, 2021 meeting.

**REVIEW FINANCIALS**

Lindsay Young, McConly and Asbury Accountants, referred Board members to the Balance Sheets comparing as of December 31, 2020 and 2021, Profit and Loss Statement through December 2021, for further discussion of assessments, interest and miscellaneous income and expenditures.

## **POTATO ASSESSMENT REPORT**

Mr. Andrews referred members to the Potato Assessment Report as of December 31, 2021 for further discussion of the amount collected for the 2021 marketing season, including audit payments. He indicated that nine delinquents remain. The report presented at the July 8, 2021 meeting was also referred to for discussion.

### **RESOLUTION 2022.2-APPROVAL OF FINANCIALS**

Presented by: Nolan Masser

Seconded by: Jonathan Blass

Passed: Unanimously

Motion to approve the Financial Reports as presented.

## **APPROVAL - AGREED UPON PROCEDURES**

Ms. Young referred to the A/P Aging Summary for the balances due to her office for accounting services and Penn State for various research. The Agreed upon Procedures Report dated June 30, 2021 prepared by Garcia, Garman and Shea was referred to with regard to various procedures performed on the files kept and maintained with the assistance of the Department of Agriculture, including bank deposits and disbursements. She noted no suggestions for improvement were found. Mr. Andrews stated the Bureau of Audits in the Office of the Budget routinely audits all the commodity board programs to check how finances are being managed and how the department is doing oversight of the programs and also had no recommendations for changes.

### **RESOLUTION 2022.3-APPROVAL OF AGREED UPON PROCEDURES REPORT**

Presented by: Bryan Bender

Seconded by: Valery Robbins

Passed: Unanimously

Motion to approve the Agreed upon Procedures Report.

## **PENNSYLVANIA REGIONAL POTATO GERmplasm EVALUATION PROGRAM**

Dr. Xinshun Qu and Michael Peck, Penn State University, were present to discuss this evaluation program. Mr. Peck indicated that they are trying to get more name varieties not seen in this state. He indicated the chipping industry is moving farther north to North Carolina and not as much coming from Florida and that there's some potential in Pennsylvania to do some more out of field chipping. Mr. Peck talked about program objectives, including contacting companies for varieties of fresh market potatoes. Chairman Troyer noted there's a chance the Pennsylvania Vegetable Marketing and Research Program may be able to offer funding for

specialty varieties. Mr. Peck stated the Board could contact him or Dr. Qu with any suggestions concerning varieties.

Dr. Qu commented a replacement person would be hired but it takes time to process paperwork. Mr. Peck hopes to stay until October or November and then if acceptable, be available to come in and help out the new person. There was further discussion.

Keith Masser had questions with regard to the status of department funding. Dr. Qu explained salaries for both he and Mr. Peck are paid half from grant and half by the college. Salary for any personnel hired would be paid entirely from the grant before Mr. Peck retires and that afterwards it would be half and half. He noted there should be enough funding for next year. Mr. Masser will continue dialog with Dean Roush and suggested an industry meeting for further discussion on succession planning. He asked that Chairman Troyer contact Carolee regarding the matter.

Nolan Masser commented that the concerns discussed today are in no way a reflection on Dr. Qu or Mr. Peck or their commitment to the program, that their work is appreciated. Dr. Qu and Mr. Peck were excused from the meeting while the Board had further discussion.

#### **RESOLUTION 2022.4-APPROVAL OF FUNDING FOR PENN STATE**

Presented by: Keith Masser

Seconded by: Bryan Bender

Mr. Andrews explained the current solicitation process and offered suggestions for a more formal solicitation. There was discussion concerning funding to other colleges.

Passed: Unanimously

Motion to fully fund the proposal presented by Penn State for the Pennsylvania Regional Potato Germplasm Evaluation Program.

#### **NEW BUSINESS**

Board members went back and approved the Agreed upon Procedures Report.

Mr. Andrews noted that Holly was able to provide some additional information with regard to both the Financial and Audit Reports. He stated, since 12/31/21, six of the nine delinquents were paid for a total of \$4,056. The three remaining delinquents previously reported in 2020 a total of 238 acres equivalent to \$1,904. The total cash available is actually \$4,000 more than listed in the Financial Report and could potentially be another \$2,000.

Mr. Andrews asked if the Board would consider further discussion regarding solicitation and whether there should be a more formal procurement of proposals, which could be reviewed at the July meeting.

**RESOLUTION 2022.5-APPROVAL OF RFP DRAFT**

Presented by: Nolan Masser

Seconded by: Bryan Bender

Passed: Unanimously

Motion to draft an RFP for further discussion at the July meeting.

**ADJOURNMENT**

**RESOLUTION 2022.6- ADJOURNMENT**

Presented by: Jonathan Blass

Seconded by: (No second)

Passed: Unanimously

There being no further business, the meeting was adjourned at 8:59 a.m.

The next meeting is scheduled for Thursday, July 14, 2022.

A handwritten signature in cursive script, appearing to read "Hannah Bartkowski", written over a horizontal line.

Hannah Bartkowski

February 3, 2022