

**Board Members Present:**

Marshall Saunders, Chair  
Heather McKay  
Ben Snapp  
Patrick Ryan

**Guests/Staff Present:**

Laura Wiley, Virginia State Horticultural Society  
Heather Wheeler, Virginia Department of Agriculture and Consumer Services  
Melissa Ball, Virginia Department of Agriculture and Consumer Services

**I. Call to Order / Welcome**

Marshall Saunders called the meeting to order at 11:09 AM.

**II. Approval of Draft Minutes**

*The minutes of the January 25, 2022 meeting were reviewed and unanimously approved as presented.*

**III. Financial Report**

Melissa Ball provided a financial report reflecting the following for FY 21-22:

**Cost Code 646**

Cash Balance: 6/30/2021	\$54.01
Assessment Receipts: 7/1/2021 – 6/30/2022	\$109,204.65
Total Cash Balance & Receipts:	\$109,258.66
Transfer to cc 647 – Reserve	\$0
Transfer to cc 648 - Admin	\$10,926.00
Deduct Total Actual Expenditures (from VDACS Financial Analysis)	\$98,332.67
Cash Balance: June 30, 2022	-\$0.01

**Cost Code 647 - Reserve**

Cash Balance: 6/30/2021	\$125,000.00
Other receipts	\$0
Total Balance	\$125,000.00
Deduct Total Actual Expenditures (from VDACS Financial Analysis)	\$0

Cash Balance: June 30, 2022 \$125,000.00

**Cost Code 648 – Administration**

Cash Balance: 6/30/2021	\$82,254.43
Transfer from cc 646	\$10,926.00
Other Receipts - Interest	\$393.33
Total Balance	\$93,573.76
Deduct Total Actual Expenditures (from VDACS Financial Analysis)	\$12,951.40

Cash Balance: June 30, 2022 \$80,622.36

**IV. Annual Report**

The Annual Report for FY 21-22 was reviewed. *Motion made to approve– unanimously approved.*

**V. Distribution of funds for 2022 crop**

*For the 2022 crop, a motion was made and unanimously approved to distribute collections as follows:*

US Apple Association: 40%

Virginia State Horticultural Society: 20%

Virginia Agricultural Research Program: 20%

Administration: 10%

Reserve: 0%

The reserve fund is currently at maximum capacity, thus 10% of the collections cannot be put towards the reserve. The balance will be distributed equally between U.S. Apple Association, Virginia State Horticultural Society and Virginia Agricultural Research Program.

#### **VI. Flair Communication – Website and Social Media**

Debby Girvan of Flair Communication provided a written update on the website and social media campaign.

*A motion was made for the Chairman and the Virginia Horticulture Society representative to work with Flair Communication to develop an acceptable work plan and funding level. This motion was unanimously approved.*

#### **VII. Virginia Grown Apple Poster Survey**

It is the Board's intention to address a potential apple poster at the 2024 meeting.

#### **VIII. Public Comment**

None

#### **IX. Next Meeting**

Tuesday, January 16, 2024 @ 11:00 AM at Cracker Barrel in Staunton, VA

**X. Adjourn**

*Board adjourned at 1:00 PM.*