Conference Call Number 1.218.895.9699 Passcode: 622342#

July 2, 2019 9:00 a.m.

1. Call to Order: 9:01 a.m. by Kristen Pybus
2. Attendance: The following persons were present: Julia Balsley, Jeanine Flaherty, Nicole Gragasin, Allison Olguin, Kristen Pybus and Austyn Ries
3. Adoptions of minutes/no additions to the agenda
4. New Business:

* Tresurer’s Report: Vicki Griffith
  + NCAEHA TREASURER REPORT

Date: 30-June-19

CASH BALANCES RECONCILIATION:

Last Balance: 31-May-19 $ 23,599.17 Cash Difference: $268.48

Current Balance: 30-June-19 $ 23,330.69 Net income diff: $268.48

Difference: $ 268.48 Deviation: $0.00

Current Balance Break Down

Scholarship Fund: $ 14,202.20 FDA Checking X8474 15,552.27

Petty Cash: $ 40.00

Checking Acct: x1565 $ 9,088.49

Pay Pal: $ -

TOTAL: $ 23,330.69

INCOMES:

Date Action Amt Description

6/28/2019 Membership fee $ 57.78

5/31/2019 Scholarship interest $ 0.12

6/28/2019 Scholarship interest $ 0.12

TOTAL: $ 58.02

EXPENDITURES:

6/27/2019 Gov-tax empt app $ 275.00

6/20/2019 Wild Apricot $ 1.50

6/20/2019 Wild Apricot $ 50.00

TOTAL: $ 326.50

* + FDA Central Region Seminar fundraising-update: Kristen believes that Vicki has raised About $2000
* President: Kristen Pybus
  + 1. Annual Survey Results: due July 16th

<https://data.surveygizmo.com/r/658710_5cdeaf79de7018.17422059>

* + 1. Annual Planning Document:

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| **July** | **August** |
| Prepare Annual Report | VP & Pres. Mtg. |
| Fall Conf. Agenda Due |  |
| Send out Annual Dinner Invite | Host Annual Awards Dinner |
| Treasurers Report Due | Treasurers Report Due |
| Board Mtg. (2nd Tues.) | Board Mtg. (2nd Tues.) |
| Meeting Minutes | Meeting Minutes |
| Start Advertising Conf. |  |

* + 1. FDA Central Region Seminar: we will have a table set-up during the seminar and will need a board member to be present

Tablecloth: all board members on the call approved for Kristen to obtain a NCAEHA tablecloth to be used at all future events

* VP of Membership: Nicole Gragasin
  + 1. Annual Report: is almost finished; send Nicole updated pictures of ourselves
    2. Educational Event-Brewery Tour Update: good event, eight people attended, Nicole would like to give out souvenirs in the future for attendees as an incentive/appreciation
    3. Awards Committee: All the winners have been notified. The Jerrold M. Michael Award plaque has gone up in price to $106. The vendor has cheaper options for $64 & $81 which just have a different type of wood. She will email pictures to the board for review and approval.
    4. Annual Awards Dinner:
       - * July 25, 2019 at JR’s Stockyard in McLean/Tyson’s starting at 6 p.m. It will be a causal cocktail and dinner at high top tables and then a formal awards ceremony in a different room after dinner.
         * Board members should get there between 5-5:30 p.m. to help set-up.
         * Do we have a budget to spend on raffle prizes of $100? Kristen will check with Vicki and go shopping with Nicole for items. Vicki has been collecting raffle prizes. Julia has the raffle tickets.
* VP of Programs & Professional Advancement: Allison Olguin
  + 1. Conference Planning Meeting with Representatives: Allison has tried to schedule a meeting with the representatives to discuss the upcoming conferences and will try again. She is waiting to hear bac from Terry from Giant.
* Industry Liaison: Jeanine Flaherty recommends a two hour tour of the Hearn & Kirkwood Produce Plant that has been recently bought by Coastal Produce. She states it is a beautiful space/room located on Whiskey Bottom Rd., Laurel, MD. Kristen will look at our annual survey and give Jeanine dates for the tour; most likely in September

* Director of Communications: Austyn Ries thanked Nicole for her help and we have 74 people registered for the FDA Seminar
* Next Conference Call: Wednesday, August 6, 2019 9 a.m.

Adjournment: 9:30 a.m.

Minutes submitted by Julia Balsley