

LOUISIANA RICE PROMOTION BOARD
Board of Directors Meeting
Meeting Minutes
LSU AgCenter Rice Research Station; Crowley, LA
Friday, May 6, 2016

Officers and Members Present:

Kevin Berken, Jeff Durand, Ronald Habetz, Jimmy Hoppe, Christian Richard, Glendon Marceaux, John Owen, Paul Johnson, Kent Brown, Mike Strain

Officers and Members Not Present:

Tommy Faulk

Staff Present:

Nicole Broussard and Scott Privat

Others Present:

Carrie Castille, Michael Fruge, Richard Fontenot, Jamie Warshaw, Karl Krielow, Mark Pousson, Hank Perret, Steve Linscombe, Dane Morgan

Call to order, certification of a quorum, opening comments, agenda review, and approval of December 21, 2015 minutes

Chairman Berken called the meeting to order at 3:10 and welcomed members and guests.

Nicole Broussard certified that a quorum was present.

Chairman Berken welcomed Paul Johnson, LA Rice Council member, who will fill the seat of John Compton. Chairman Berken then read a Thank You Note from the family of Ralph Cowen.

Chairman Berken presented the agenda for consideration.

MOTION by Glendon Marceaux; **Second** by John Owen

To amend the agenda and move public comment to after the financial review and before discussion of the funding request protocol.

MOTION CARRIED UNANIMOUSLY

The agenda was then accepted by consensus.

Chairman Berken presented the draft minutes for review.

MOTION by Ronald Habetz; **Second** by Jeff Durand

To accept minutes as amended.

MOTION CARRIED UNANIMOUSLY

Financial Reports

Nicole Broussard provided the current financial report to members and noted that total revenue to date was \$720,526.74. Refunds issued totaled \$39,842.00.

MOTION by Ronald Habetz; **Second** by John Owen

To accept the financial report as presented.

MOTION CARRIED UNANIMOUSLY

Public Comments

Mark Pousson asked the Board for guidance on requesting funding from the LA Rice Promotion Board. Several others in attendance added to the discussion. After much discussion, Chairman Berken thanked everyone for their input and the meeting continued.

Funding Request Protocol Draft

Chairman Berken presented a Draft Funding Request Protocol to the Board for their review.

MOTION by John Owen; **Second** by Jeff Durand

To accept the Funding Request Guideline. The Funding Request will be attached to the minutes.

MOTION CARRIED UNANIMOUSLY

Senator Morrish Legislation Letter

Chairman Berken stated the Legislation was no longer up for consideration. A letter had been drafted to present to the members of the Louisiana Senate Agriculture Committee. John Owen addressed the Board and requested the Letter be an informational letter to be distributed by the Board as needed.

MOTION by John Owen; **Second** by Jimmy Hoppe

To revise the Informational Letter with the accepted Funding Request Guideline and present it at the June 29, 2016 for approval.

MOTION CARRIED UNANIMOUSLY

Ethic Filings

Scott Privat reminded the Board that Financial Disclosures are due by May 15th. An email containing the link to the Ethics Training will be sent for members to complete before the end of the year.

Other Business

Nicole Broussard with Broadhurst, Hamilton & Co. has accepted the position of Staff Person for the Board.

Adjournment

There being no further business the meeting was adjourned at 4:24 p.m.

MOTION by John Owen; **Second** by Jimmy Hoppe

MOTION CARRIED UNANIMOUSLY

Funding Request Protocol Guidelines

1. Funding requests of \$15,000 or greater to be received at least 30 days prior to the summer meeting
2. State the goals and objectives of the proposed promotional activity
3. State the expected benefits to the Louisiana rice industry that result from the promotional efforts for which the funds are requested
4. Explanation of how the entity will be accountable for its use of the requested funds
5. Must present audited financial statements for any entity with funding requests of \$15,000 or greater
6. Funds will not be awarded for administrative costs and cannot be used to duplicate activities funded by other programs
7. Funding requests should seek to promote generic rice and non-specific business entities