



January 12, 2016

MINUTES of the Regular meeting, held at Rock Ranch Grill, 711 Parsons Street, Pine Bluffs, Wyoming

The meeting was called to order by Chairman Casey Madsen at 5:06 pm. Present were Madsen, Theron Anderson, John Watson, Lois VanMark, and Executive Director Keith Kennedy. Also present were Ted Craig, *ex-officio*, Wyoming Department of Agriculture (WDA), Ty Anderson, Ken Tremain, Russell Beavers and Marti Hubbs with the Wyoming Wheat Growers Association (WWGA), and Roy and Jaki Motter with U.S. Wheat Associates (USWA).

The Chairman declared a quorum present, and approved the published agenda, without objection. Watson moved, with VanMark's second, to approve the minutes of the November 17, 2015 regular meeting. Motion carried.

Kennedy then presented the financial report, which included November 2015. Anderson moved, with VanMark's second, to approve the financial report. Motion carried. Kennedy mentioned the pending bill from Plains Grains, Inc. for \$1,400 for quality testing of the 2015 crop. Watson moved, with Anderson's second, to approve payment of the \$1,400 invoice from Plains Grains, Inc. Motion carried.

Roy Motter then answered questions regarding USWA from those in attendance, primarily regarding funding of USWA in the event of decreased funding from USDA's Foreign Agriculture Service. Madsen then recessed the meeting at 6:05 pm for dinner and the meeting of the other boards present. Madsen called the meeting back to order at 7:10 pm.

After discussion, in light of the changes made to the Crop Research Foundation of Wyoming (CRFW) board of directors, Watson moved, with Anderson's second, to appoint the following members of the Commission as members of the CRFW board of directors: Theron Anderson, Lois VanMark, and Casey Madsen. Motion carried.

Anderson then reported that the CRFW had appointed the following individuals to the CRFW audit committee: Marti Hubbs, and Keith Kennedy, and two members appointed by the Wheat Marketing Commission. Anderson moved, with Watson's second, to appoint Anderson and Watson to the audit committee. Motion carried. They are to report their findings to CRFW, and upon approval, the report will be forwarded to the Wheat Marketing Commission and the Dry Bean Commission.

Under other business, Madsen then mentioned that WDA will not pay the full amount of Tim Anderson's airfare as moved at the previous meeting. Watson moved with Anderson's second, that WDA pay the amount of this ticket that is not redeemable to Tim Anderson immediately, approximately \$225, and promptly return the original voucher, in the possession of WDA to Tim Anderson. Discussion ensued, with Craig stating that the final \$100 would be paid when the redeemable portion was no longer usable, usually one year after the original ticket was cancelled. Madsen then mentioned that until Tim Anderson has that voucher, his reusable portion is unable to be reused, as there is no copy of that document. Motion carried.

Madsen then brought up the discussion held with Cindy Hottel with USDA-FSA Wyoming, regarding wheat assessments still being held by FSA, as they had been sent to a non-existent account of the State of Wyoming. Kennedy then mentioned that there had

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been an issue of a similar nature in September, and that the matter was turned over to WDA personnel. Hottel, in speaking with Madsen and Kennedy earlier today stated that the two payments discussed in September had been traced, and she was assured that these payments were credited to the Commission, but that following this resolution, two more payments had been rejected entirely, due to the accounts being closed. Anderson moved, with Watson's second, that all future payments from FSA be directed to the Commission's refund account, and that the monies from such payments be sent to the State Treasurer via check, in the same manner as refunds. During discussion, Kennedy pointed out that it was likely that two signators on this refund checking account would need to be present for ANB to process the ACH form required by FSA. Watson and Anderson stated that they would be in Cheyenne during late January, and could assist in this effort. Motion carried.

After discussion, Madsen announced that the next regularly scheduled meeting would take place at WDA, March 8, beginning at 9 am, for the review and adoption of the BFY 2017 budget, strategic plan review, and review of pending or renewable contracts. If other matters merit Commission action prior to March 8, there are two noticed conference calls on February 8 and March 7, 2016.

Hearing no further business, Madsen declared the meeting adjourned. The meeting was adjourned at 8:25 pm.



Signed, Casey Madsen, Chairman