



OREGON SWEET CHERRY COMMISSION  
 1827 NE 44<sup>th</sup> Ave, Ste 315, Portland, OR 97213  
 Phone: (503) 274-5458  
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## BUDGET HEARING MEETING MINUTES

June 1, 2022

Columbia Gorge Community College, Boardroom 1.162, The Dalles

Chairman Megan Thompson called the meeting to order at 2:00 p.m.

Commissioners present included:

Vacant	Sue Root	Vacant	JD Walker	Megan Thompson	Wade Root	Jeff Heater	Anthony Guisto	Stacey Cooper	Michael Omeg	Kerry Newberry
Handler 1	Handler 2	Producer 1	Producer 2	Producer 3	Producer 4	Producer 5	Producer 6	Producer 7	Producer 8	Public Member
N	Y	N	Y	Y	Y	Y	Y	Y	N	Y

Others present included: Stuart Reitz; *Interim Director Mid-Columbia Agricultural Research and Extension Center*, Theresa Yoshioka, *International Trade Manager Oregon Department of Agriculture*, Randi Alexander-Rolison; *OSCC Administrative Office*, Julie Hoffman; *OSCC Administrative Office*.

### **2022-2023 Budget Hearing Open at 2:00 p.m.**

#### **CHAIRMAN'S REPORT - Megan Thompson**

Chair Thompson reported that the Five State Meeting was held on May 18, 2022. Thompson and Secretary/Treasurer Stacey Cooper were in attendance. Estimates of crop numbers were low, considering last year's heat dome and this year's rain, as well as import prices and inflation. Marketing will push cherry sales through August.

#### **ADMINISTRATIVE REPORT**

Co-Administrator Alexander-Rolison reported that the Commissioner region map reported at the April 13 meeting was indeed correct with the ODA. The information presented was found outside of the state website, thus the reason for it being outdated. A Commissioner Handbook is being created with a goal of having it ready for review early July 2022.

Alexander-Rolison requested approval to work on a new OSCC logo for Commission consideration. It was suggested that no more than three options be presented for review.

It was also reported that ODA sent the administrative office the appointments and reappointment letters for Commissioners. JD Walker and Tony Guisto were reappointed for a second term and new Commissioners Ian Chandler and Mike Elias will start July 1, 2022. The Producer 1 (Western Oregon) position is still vacant.

### **OREGON DEPARTMENT OF AGRICULTURE REPORT – Theresa Yoshioka**

Director Alixs Taylor has been named the U.S. Agriculture Department’s undersecretary of trade and foreign agricultural affairs.

The deadline to apply for Disaster Relief is on June 3.

If any fresh growers would like more information on leads for trade to Korea or China, please contact Theresa.

### **OSU RESEARCH & EXTENSION REPORT – Stuart Reitz**

Mid-Columbia Agricultural Research and Extension Center (MCAREC) renovations are coming along. A new roof is going on the Cold Storage building where the ARS lab will be. Dr. Gambila received an equipment grant through the OSU research office for a microscope.

The process for the permanent director position is still going forward.

ODA Produce Safety Workshop will be held at MCAREC on June 9 to review FSMA rule, requirements, and best management practices.

### **NORTHWEST HORTICULTURE COUNCIL REPORT - Riley Bushue**

Riley was unable to attend and sent this update via email to be shared at the meeting.

USDA’s heat disaster relief program announcement that was made earlier this month. Growers impacted by extreme heat and other eligible natural disaster events in 2020 and 2021 can receive disaster relief payments under phase one of the USDA Farm Service Agency’s new Emergency Relief Program. This first phase is limited to growers who had crop insurance coverage and received an indemnity payment. USDA will be using information from those crop insurance filings to determine losses and payment will be made based on that loss and a growers coverage level. For more information or to apply, growers should speak to their local county FSA office. Growers receiving payments under this program will be required to maintain crop insurance for two years.

USDA has indicated there will be a second phase for growers who did not have crop insurance coverage, but no timeline or details have been made available yet.

**2022-2023 Budget Hearing Closed at 2:30 p.m.**

Co-Administrator Alexander-Rolison presented the Commission with a revised budget (Attachment A), explaining that the adjustment came from updating expenses for the remainder of the 2021-22 fiscal year that reduced the carryover amount and the overall budget.

**Jeff Heater moved to adopt the 2022-2023 budget of \$2,038,708.99. Seconded by Stacey Cooper. A roll call was taken, and motion carried unanimously.**

#### **MINUTES AND FINANCIAL REPORT**

The minutes of April 13, 2022 were provided to the Commission prior to the meeting. Chair Thompson asked if there were any questions or edits pertaining to the minutes. JD Walker found a spelling error of the word quorum.

**Spacey Cooper moved to approve the April 13, 2022 meeting minutes with the spelling correction. Seconded by Jeff Heater. A roll call was taken, and motion carried unanimously.**

Co-Administrator Julie Hoffman provided a financial report (Attachment B) for July 1, 2021 through April 30, 2022 showing a beginning fund balance of \$703,087.06. Revenue through April 30, 2022 was \$910,116.40, giving a total revenue and fund balance \$1,613,203.47 with total expenses through April 30, 2022 of \$1,011,661.88, leaving an ending fund balance of \$601,541.59.

**Jeff Heater moved to approve the June 1, 2022 financials. Seconded by JD Walker. A roll call was taken, and motion carried unanimously.**

#### **EXECUTIVE COMMITTEE**

The Commission elected to not appoint the Executive Committee until the first meeting of the new year, and have Vice Chair Jeff Heater run that meeting.

#### **OLD BUSINESS**

none

#### **NEW BUSINESS**

none

#### **NEXT MEETING DATE, TIME & LOCATION**

August 17, 2:00 p.m. Location TBD

Adjourned 2:36 p.m.

## Oregon Sweet Cherry Commission

	<b>Actual</b>	<b>Approved</b>	<b>Estimated</b>	<b>Proposed</b>
	<b>2020-2021</b>	<b>2021-2022</b>	<b>2021-2022</b>	<b>2022-2023</b>
Beginning Cash Balance	703,087.06	717,215.11	703,087.86	576,708.86
<b>REVENUE</b>				
Producer Assessments	1,175,607.52	1,458,000.00	906,855.18	1,458,000.00
Other Income		-	-	-
Interest Income	7,067.67	7,500.00	3,261.23	4,000.00
<b>TOTAL REVENUE</b>	<b>1,182,675.19</b>	<b>1,465,500.00</b>	<b>910,116.41</b>	<b>1,462,000.00</b>
Available for Fiscal Year	1,885,762.25	2,182,715.11	1,613,204.27	2,038,708.86
Expenditures	1,321,244.25	2,182,715.11	1,036,495.28	2,046,671.77
Ending Cash Balance	564,518.00	-	576,708.99	(7,962.91)
Materials and Services	87,003.43	119,250.00	88,538.55	125,250.00
Special Payments	1,200,654.97	1,951,465.11	920,463.24	1,816,421.77
Commission Program/ODA	33,585.85	37,000.00	27,493.49	30,000.00
Emergency Fund		75,000.00	-	75,000.00
<b>TOTAL BUDGETED EXPENSES</b>	<b>1,321,244.25</b>	<b>2,182,715.11</b>	<b>1,036,495.28</b>	<b>2,046,671.77</b>
Materials and Services				
NW Horticultural	8,156.67	10,000.00	8,683.37	10,000.00
Memberships	-	500.00	-	500.00
Grower Communications -website		3,000.00	-	3,000.00
In-State Travel, Meals & Lodging	471.80	10,000.00	741.71	10,000.00
Out-State Travel, Meals & Lodging	-	10,000.00	1,401.57	10,000.00
Insurance and Fidelity Bonds	426.09	750.00	542.50	750.00
Office Supplies & Expenses	-	3,000.00	-	3,000.00
Audit and Legal	948.87	5,000.00	169.40	5,000.00
Administrative Service Contract	77,000.00	77,000.00	77,000.00	83,000.00
<b>Total Materials and Services</b>	<b>87,003.43</b>	<b>119,250.00</b>	<b>88,538.55</b>	<b>125,250.00</b>
Special Payments				
Fresh Fruit Promotion	728,249.40	800,000.00	539,796.24	800,000.00
Processed Fruit Promotion	-	-	-	-
Production Research	472,405.57	450,000.00	380,667.00	550,000.00
Reserve Fund		701,465.11		466,421.77
Other Contingency	-	-	-	-

<b>Total Special Payments</b>	1,200,654.97	1,951,465.11	920,463.24	1,816,421.77
<b>Commission Program/ODA</b>	33,101.84	37,000.00	27,493.49	30,000.00
<b>Emergency Fund</b>		75,000.00	-	75,000.00

**Budget Note on Producer Assessments**

**OREGON SWEET CHERRY COMMISSION**

1827 NE 44th Ave., Suite 315  
Portland, OR 97213

BUDGET REPORT  
July 1, 2021  
- June 30, 2022  
(As of April 30, 2022)

		ACTUAL	REMAINING
<b><u>MATERIALS &amp; SERVICES</u></b>			
Public Relations	10,000.00	8,683.37	\$1,316.63
Memberships	500.00	0.00	\$500.00
Materials & Supplies	0.00	0.00	\$0.00
Growers Communications	3,000.00	0.00	\$3,000.00
In-State: Travel, Meals & Lodging	10,000.00	741.71	\$9,258.29
Out-of-State: Travel, Meals & Lodging	10,000.00	1,401.57	\$8,598.43
Insurance	750.00	542.50	\$207.50
Office Expenses	3,000.00	0.00	\$3,000.00
Audit/Legal	5,000.00	169.40	\$4,830.60
Admin. Service Contract	77,000.00	64,166.60	\$12,833.40
		↑	= 77,000
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>\$ 119,250.00</b>	<b>\$75,705.15</b>	<b>\$43,544.85</b>
<b><u>SPECIAL PAYMENTS</u></b>			
Fresh Fruit Promotion	800,000.00	539,796.24	\$260,203.76
Processed Fruit Promotion	0.00	0.00	\$0.00
Product Research	450,000.00	368,667.00	\$81,333.00
Other	0.00	0.00	\$0.00
		+ 12,000	= 380,667
<b>TOTAL SPECIAL PAYMENTS</b>	<b>\$ 1,250,000.00</b>	<b>\$908,463.24</b>	<b>\$341,536.76</b>
<b>CAPITAL OUTLAY</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>RESEARCH RESERVE FUND BALANCE</b>	<b>\$ 701,465.11</b>	<b>\$0.00</b>	<b>\$701,465.11</b>
<b>COMMISSION PROGRAM/ODA</b>	<b>\$ 37,000.00</b>	<b>\$27,493.49</b>	<b>\$9,506.51</b>
<b>EMERGENCY FUND</b>	<b>75,000.00</b>	<b>\$0.00</b>	<b>\$75,000.00</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 2,182,715.11</b>	<b>\$ 1,011,661.88</b>	<b>\$1,171,053.23</b>
Beginning Cash	703,087.06		
Assessments	906,855.18		
Interest	3,261.23		
Other	-		
<b>TOTAL</b>	<b>\$ 1,613,203.47</b>		
	<b>\$ 1,011,661.88</b>		
	<b>\$ 601,541.59</b>	Cash Balance as of April 30th 2022	
	<b>-24,832</b>	<b>= 576,708</b>	

ATTACHMENT B

**OREGON SWEET CHERRY COMMISSION**

1827 NE 44th Ave., Suite 315  
Portland, OR 97213

2021-2022  
FINANCIAL STATEMENT  
as of April 30, 2022

Fund Balance as of June 30, 2021 \$703,087.06

**RECEIPTS**

July 1, 2021 - April 30, 2022

Assessments	\$906,855.18
Interest	3,261.23
Other	<u>0.00</u>

Total Receipts 910,116.41

Total Funds Available \$1,613,203.47

**DISBURSEMENTS**

July 1, 2021 - April 30, 2022 1,011,661.88

Fund Balance as of June 30, 2022 \$601,541.59

Total Cash on hand as of April 30, 2022 \$601,541.59



# OREGON SWEET CHERRY COMMISSION

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Portland, OR 97213

## MONTHLY EXPENDITURE AND REVENUE SUMMARY FISCAL YEAR 2021-2022

	July 2021	Aug 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021
<b><u>PERSONAL SERVICES</u></b>						
Salaries & wages	0.00	0.00	0.00	0.00	0.00	0.00
Commissioners Per Diem	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL PERSONAL SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>MATERIALS &amp; SERVICES</u></b>						
01 Public Relations	0.00	0.00	2,491.50	2,491.50	0.00	0.00
02 Memberships	0.00	0.00	0.00	0.00	0.00	0.00
03 Materials & Supplies	0.00	0.00	0.00	0.00	0.00	0.00
04 Growers Communications	0.00	0.00	0.00	0.00	0.00	0.00
05 In-State: Travel, Meals & Lodging	0.00	0.00	300.71	0.00	71.50	0.00
06 Out-of-State: Travel, Meals & Lodging	0.00	0.00	0.00	0.00	1,219.30	0.00
07 Insurance	0.00	0.00	467.50	0.00	37.50	0.00
08 Office Expenses	0.00	0.00	0.00	0.00	0.00	0.00
09 Audit/Legal	0.00	0.00	0.00	0.00	0.00	0.00
10 Admin. Service Contract	0.00	0.00	0.00	12,833.32	19,249.98	0.00
<b>TOTAL MATERIALS &amp; SERVICES</b>	<b>0.00</b>	<b>0.00</b>	<b>3,259.71</b>	<b>15,324.82</b>	<b>20,578.28</b>	<b>0.00</b>
<b><u>SPECIAL PAYMENTS</u></b>						
11 Fresh Fruit Promotion	0.00	0.00	0.00	0.00	539,796.24	0.00
12 Processed Fruit Promotion	0.00	0.00	0.00	0.00	0.00	0.00
13 Product Research	0.00	0.00	1,363.00	0.00	183,652.00	0.00
15 Other	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL SPECIAL PAYMENTS</b>	<b>0.00</b>	<b>0.00</b>	<b>1,363.00</b>	<b>0.00</b>	<b>723,448.24</b>	<b>0.00</b>
<b>16 CAPITAL OUTLAY</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>17 RESEARCH RESERVE FUND I</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>18 COMMISSION PROGRAM/OD/</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EMERGENCY FUND</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>GRAND TOTAL EXPENDITURES</b>	<b>0.00</b>	<b>0.00</b>	<b>4,622.71</b>	<b>15,324.82</b>	<b>744,026.52</b>	<b>0.00</b>
<b><u>Revenues 2020-21 to date</u></b>						
Assessments	0.00	783.92	372,209.89	531,293.43	1,522.07	645.63
Interest	348.82	322.57	314.64	304.67	301.50	338.60
Other	0.00	0.00	0.00	0.00	0.00	0.00
<b>TOTAL REVENUES</b>	<b>348.82</b>	<b>1,106.49</b>	<b>372,524.53</b>	<b>531,598.10</b>	<b>1,823.57</b>	<b>984.23</b>
<b>Assessments by Category</b>						
Fresh	0.00	783.92	369,027.93	437,771.41	1,233.45	0.00
Brined	0.00	0.00	1,319.86	93,180.02	204.49	0.00
Frozen	0.00	0.00	1,601.10	99.00	84.13	645.63
Canned	0.00	0.00	261.00	243.00	0.00	0.00
<b>TOTAL</b>	<b>0.00</b>	<b>783.92</b>	<b>372,209.89</b>	<b>531,293.43</b>	<b>1,522.07</b>	<b>645.63</b>



# OREGON SWEET CHERRY COMMISSION

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## MONTHLY EXPENDITURE AND REVENUE SUMMARY FISCAL YEAR 2021-2022

Jan 2022	Feb 2022	March 2022	April 2022	Total	Total to Date
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
2,491.50	0.00	0.00	1,208.87	8,683.37	8,683.37
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	0.00	0.00	0.00
274.25	0.00	0.00	95.25	741.71	741.71
0.00	182.27	0.00	0.00	1,401.57	1,219.30
0.00	37.50	0.00	0.00	542.50	542.50
0.00	0.00	0.00	0.00	0.00	0.00
169.40	0.00	0.00	0.00	169.40	169.40
0.00	19,249.98	0.00	12,833.32	64,166.60	64,166.60
<b>2,935.15</b>	<b>19,469.75</b>	<b>0.00</b>	<b>14,137.44</b>	<b>75,705.15</b>	<b>75,522.88</b>
0.00	0.00	0.00	0.00	539,796.24	539,796.24
0.00	0.00	0.00	0.00	0.00	0.00
0.00	0.00	0.00	183,652.00	368,667.00	368,667.00
0.00	0.00	0.00	0.00	0.00	0.00
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>183,652.00</b>	<b>908,463.24</b>	<b>908,463.24</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00	0.00
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00	0.00
<b>27,493.49</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	27,493.49	0.00
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	0.00	0.00
<b>30,428.64</b>	<b>19,469.75</b>	<b>0.00</b>	<b>197,789.44</b>	<b>1,011,661.88</b>	<b>983,986.12</b>
				0.00	
400.24	0.00	0.00	0.00	906,855.18	906,855.18
310.53	280.42	339.15	400.33	3,261.23	3,261.23
0.00	0.00	0.00	0.00	0.00	0.00
710.77	280.42	339.15	400.33	<b>910,116.41</b>	910,116.41
0.00	0.00	0.00	0.00	808,816.71	808,816.71
0.00	0.00	0.00	0.00	94,704.37	94,704.37
400.24	0.00	0.00	0.00	2,830.10	2,830.10
0.00	0.00	0.00	0.00	504.00	504.00
400.24	0.00	0.00	0.00	906,855.18	906,855.18