

**Montana Agriculture Development Council Minutes
Teleconference Business Meeting
Department of Agriculture Conference Room 225
Helena, Montana
January 12, 2016**

Members in attendance:

Ron de Yong, Director of Agriculture, Helena (through proxy, granting voting authority to Christy Clark, Bureau Chief, Development and Marketing Bureau, Department of Agriculture)

Meg O'Leary, Director of Commerce, Helena (through proxy, granting voting authority to Tom Kaiserski, Program Manager, Industry Development Program, Department of Commerce)

Lars Hanson, Vice Chair, Edgar (by phone)

Patricia Quisno, Harlem (by phone)

Greg Jergeson, Chinook (by phone)

Tara Mastel, Whitehall (by phone)

Members absent:

Amy Kellogg, Chair, Kalispell (directed Lars Hanson, Vice Chair, to proceed with the meeting as acting chairperson on her behalf)

Montana Department of Agriculture Staff attending in person:

Christy Clark, Bureau Chief, Agricultural Development and Marketing Bureau

Ben Tiller, Legal Counsel, Agricultural Development and Marketing Bureau

Angie Nelson, Section Manager/ Growth Through Agriculture Program Manager

Lindra Davies, Program Specialist, Growth Through Agriculture

Cid Sivils, Accountant, Agriculture Development and Marketing Bureau

Stephanie Hystad, Marketing Specialist, Agriculture Development and Marketing Bureau

Lars Hanson, acting Chair, called the meeting to order at 9:01 a.m., January 12, 2016.

Roll Call/Call for Proxies

- Monday, January 7, 2015 a general, irrevocable proxy was received by Ron de Yong, Director of Montana Department of Agriculture granting voting authority to Christy Clark, Bureau Chief, Development and Marketing Bureau, Montana Department of Agriculture who was present as Director de Yong's representative.

- Tuesday, August 4, 2015 an ongoing (until further notice), general, irrevocable proxy notification was received by email from the office of Megan O'Leary, Director of Montana Department of Commerce granting voting authority to Tom Kaiserski, Program Manager, Industry Development Program, Montana Department of Commerce, who was present by phone as Director O'Leary's representative.

Public Comments

Lars Hanson, Vice Chair, as acting Chair called for public comments. No public comments were presented.

Business Items

~Review of November 17 and 18, 2015 Council Meeting Minutes

Motion: To accept the November 17 and 18, 2015 meeting minutes as presented.

By: Patricia Quisno

2nd: Tom Kaiserski

Action: The motion carried with no dissenting votes.

~Mini Grant/Mini Loan/Trade Show Assistance Program (TSAP) Awards Since August 2015

Angie Nelson, Section Manager/ Growth Through Agriculture Program Manager reported the mini-grant/mini-loan and trade show awards that had been made by the Department since the last meeting in August 2015.

Mini Grant Awards:**Lake County Conservation District**

A grant of \$2,500 for costs to perform on-farm soil improvement and forage production research.

Hamilton Farmers Market Cooperative

A grant of \$350 for the purchase of a SNAP and credit card wireless terminal to accommodate chipped credit cards.

Mini Loan Awards: (No awards were made since August)

Trade Show Assistance Program: (No awards were made since August)

- The Council made no objections to the awards made.

~Growth Through Agriculture Grant and Loan Status Review

Grant reporting past due:

Angie Nelson, Section Manager/Growth Through Agriculture Program Manager, reported on correspondence and the past due processes for the following business that has a final mini-grant report due July 31, 2015.

- 1450730 Triple Divide Spirits, Helena

Loan payments past due:

Angie Nelson reported on correspondence and the past due processes for the following businesses that have payments due.

- 1450727 Western Feedstock Technologies, Bozeman
- 1350629 Omnivore, Missoula
- 1450730 Triple Divide Spirits, Helena

~Requests

Ms. Nelson provided a summary of requests made by Growth Through Agriculture recipients to the Council for approval.

- Flathead Lake Cherry Growers Inc., Bigfork
The organization was awarded a Growth Through Agriculture loan during the Council's November meeting. The company requested that the Council consider funding the project as a grant.
Motion: To approve the organization's request to convert their loan award to a grant.
By: Patricia Quisno
2nd: Tom Kaiserski
Action: The motion carried with no dissenting votes.

- Great Harvest Bread Company, Dillon
The business was awarded a Growth Through Agriculture loan during the Council's November meeting. They requested that the Council consider funding the project as a grant.
Motion: To decline the business's request to reconsider their loan award.
By: Greg Jergeson
2nd: Patricia Quisno
Action: The motion carried with one dissenting vote by Tara Mastel.

~Legal Issues

Angie Nelson provided an update on the following businesses that have been an ongoing concern for the Department of Agriculture.

- 1150376 Mission Mountain Laboratories, Inc., Arlee
Motion: To not pursue legal action and close the account.
By: Patricia Quisno
2nd: Christy Clark
Action: The motion carried with no dissenting votes.

- 0950205 Woolly Bugger Studios dba Laurin School House Creamery/Poor Orphan Creamery, Sheridan
Council action was not necessary at this time.

~Contract Change Requests Allowed Without Full Council Action

Angie Nelson, Growth Through Agriculture Program Manager, informed the Council on the following contract changes that were approved per program policy without full Council action as a result of determinations made by the Program Manager and/or Amy Kellogg, Council Chairman.

-Future Agricultural Resources for Montana (FARM), Missoula – 1450711 – extension to January 31, 2016

-Goddard Land and Cattle/LTL, Inc., Reed Point – 1050308 – repayment extension to allow 3 payments through January 31, 2016

-Community Food and Agriculture Coalition – 15MINIG009 – budget change

-Kalispell Bottling Company/Country Way Orchards, Kalispell – company name change

Motion: To approve the contract changes that were made without full Council approval.

By: Patricia Quisno

2nd: Tom Kaiserski

Action: The motion carried with no dissenting votes.

~ Other Updates/Items for Discussion

- ***Application Deadlines***

- Full Application Deadlines – Thursday, September 15, 2016, Tuesday, January 31, 2017, and Friday, September 15, 2017

- Mini Grant Deadlines – June 1, 2016 and December 1, 2016

Motion: To accept the upcoming application deadlines.

By: Greg Jergeson

2nd: Patricia Quisno

Action: The motion carried with no dissenting votes.

- ***Council Summer Meeting***

A poll of Council availability indicated that the 1st and 3rd week in August would be the best time to hold their summer meeting and tour project locations in the Hi-Line area. Staff will confirm the dates once the businesses have been contacted.

- ***Next Council Meeting***

- Scheduled for March 22-24, 2016 to review applications received on the January 29, 2016 application deadline.

Public Comment Period

Lars Hanson, Vice Chair, as acting Chair, called for public comments. No public comments were presented.

Adjourn

Motion: To adjourn the meeting

By: Tom Kaiserski

2nd: Patricia Quisno

Action: The motion carried with no dissenting votes.

Lars Hanson, Vice Chair, as acting Chair, adjourned the meeting at 9:55 a.m., January 12, 2016.

Respectfully submitted by:

Lindy Davies, Growth Through Agriculture Program Specialist