

**Agriculture Development Council Minutes
Teleconference Business Meeting
Department of Agriculture Conference Room 225
Helena, Montana
November 17, 2017**

Members in attendance:

Ben Thomas, Director of Agriculture, Helena
Tom Kaiserski, representing the Department of Commerce
Amy Kellogg, Chair, Kalispell (by phone)
Lars Hanson, Vice Chair, Edgar (by phone)
Greg Jergeson, Chinook (by phone)
Patricia Quisno, Harlem (by phone)

Members absent:

Tara Mastel, Whitehall (proxy received granting voting authority to Amy Kellogg)
Pam Haxby-Cote, Department of Commerce, Helena (proxy received granting voting authority to Tom Kaiserski)

Montana Department of Agriculture Staff attending in person:

Libbi Lovshin, Administrator, Central Services Division, Montana Department of Agriculture
Zach Coccoli, Legal Counsel, Agriculture Development and Marketing Bureau (by phone)
Angie Nelson, Marketing and Growth Through Agriculture Program Manager, Agriculture Development and Marketing Bureau
Stephanie Hystad, Marketing Officer, Agriculture Development and Marketing Bureau (partial attendance)
Cort Jensen, Chief Attorney, Central Services Division, Montana Department of Agriculture (partial attendance)
Jana Mertens, Insurance Claim Technician, Agriculture Development and Marketing Bureau

Amy Kellogg, Chair, called the meeting to order at 9:04 a.m., November 17, 2017.

Roll Call/Call for Proxies

- **Friday, November 17, 2017 a general, irrevocable proxy was received from Agriculture Development Council member, Tara Mastel, granting voting authority to Council member Amy Kellogg, who was present as Ms. Mastel's representative.**
- **Friday, November 17, 2017 a general, irrevocable proxy was received from Agriculture Development Council member Pam Haxby-Cote, Department of Commerce granting voting authority to Tom Kaiserski, Department of Commerce, who was present as Director Haxby-Cote's representative.**

Public Comments

Chair, Amy Kellogg, called for public comments. No public comments were presented.

Business Items

~Review of May 17, 2017 Council Meeting Minutes

Motion: To accept the May 17, 2017 meeting minutes as presented.

By: Lars Hanson

2nd: Greg Jergeson

Action: The motion carried with no dissenting votes.

~Update from the Department

Ben Thomas gave a short update on the state budget and that the department is becoming busy with conferences.

~Financial Report

Libbi Lovshin, Central Services Administrator and Angie Nelson GTA Program Manager gave an overview of the financials. Report is attached.

~Report on Applications Received

Angie Nelson, GTA Program Manager, reported that 55 applications had been received for this deadline. Ms. Nelson discussed possible ideas to help stream line the review process in the future and asked the Council to think about ranking process ideas and then could finalize in February.

~Marketing Projects Report – Budget Amendment Request

Stephanie Hystad reported on marketing activities that had happened since the last Council meeting. The Great Falls Fair/Grown in Montana Store had triple the sales of the previous year. Montana Food Show in Bozeman drew 81 companies and the work on next year's show has begun.

Stephanie Hystad presented the Department's budget change request to allow for the marketing staff to use the \$15,000 set aside in FY18 and FY19 to allow for marketing activities as well as the marketing events. Included in the proposed activities were \$2,000 for a local food campaign and up to \$5,000 for marketing consultations.

Motion: Change the approved use of funds for the from "for marketing events" to "marketing activities" for FY18 and FY19 set aside marketing funds.

By: Lars Hanson

2nd: Greg Jergeson

Action: The motion carried with no dissenting votes. Ben Thomas, Director of Agriculture recused himself from voting on this request.

Angie Nelson gave a report on the Capitol Square Farmers Market stating that the vendors from this summer want to return next year and several produce growers had good sales success. An intern will be hired by the bureau to work with the market and work on the Grown in Montana store project.

~Review Targeted Areas

The Council reviewed the current targeted areas and agreed to retain the current targeted areas which are:

- Businesses expanding or adding value to Montana commodities, and
- Businesses transitioning beyond direct sales/farmers markets.

~Review Loan Rates

The Council reviewed the current loan rates, which are low of 0% and high of 5%. Council agreed to continue these rates.

~Growth Through Agriculture Grant and Loan Reporting Update

Angie Nelson, Growth Through Agriculture Program Manager, reported that GTA recipient reporting and repayments are current. The Marketing staff is assisting with compliance by visiting recipients during their travel in the state.

~Loan Payment Report

Zach Coccoli, Staff Attorney reported that Colbry Farms loan repayment is being discussed for a settlement.

~Project Updates & Success Stories

Angie Nelson reported on the successes of Tabletree Montana LLC, Bigfork, Montana and Flathead Lake Cherry Growers Coop in the completion of the project to use cherry culls to make cherry juice.

Requests

~Contract Change Decisions Made Without Full Council Action

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

County Rail Farm, Huson, MT, Tracy Potter-Fins and Margaret DeBona, Grant 17GTAG008 - Budget Change –

- Approved truck topper with Chair & Vice-Chair approval.

Woolly Bugger/Poor Orphan Creamery, Sheridan, MT Loan# 0950205 – Loan Settlement

- Request received to settle loan for \$8,000 – approved by Program Manager and Council Chair

Lodge Grass School District, Lodge Grass, Ty Neal – 16GTAG015 – Budget Change

- Request received October 2017 to use remaining grant funds (\$4,449.30) towards the purchase of a side by side to manage herd – approved by Program Manager and Council Chair

Motion: To ratify the decisions made by the Program Manager and Council Chair.

By: Greg Jergeson

2nd: Lars Hanson

Action: The motion carried with no dissenting votes.

Other Business

- *Reviewed Agriculture Development Council Terms:*
 - Amy Kellogg – Term Ends: July 1, 2019
 - Greg Jergeson – Term Ends: July 1, 2019
 - Lars Hanson – Term Ends: July 1, 2020
 - Patty Quisno – Term Ends: July 1, 2020
 - Tara Mastel – Term Ends: July 1, 2020

No further discussion was necessary.

~Schedule Next Meeting

- Tentatively scheduled for February 6-8, 2018
- All Council members confirmed these dates.

~Discuss Next Application Deadline

November 15, 2018 was confirmed by the Council.

Public Comment

Amy Kellogg, Chair called for public comments. No public comments were presented.

Adjourn

Motion: To adjourn the meeting

By: Lars Hanson

2nd: Greg Jergeson

Action: The motion carried with no dissenting votes.

Amy Kellogg, Chair, Adjourned the meeting at 10:01 a.m.

Respectfully submitted by:

Jana Mertens, Insurance Claims Technician, Montana Department of Agriculture