

LOUISIANA RICE PROMOTION BOARD
DRAFT Board of Directors Meeting
Meeting Minutes

LSU Rice Research Station, Crowley, LA
Tuesday, June 25, 2024

Call to order, opening comments and certification of quorum

Chairman Kane Fontenot called the meeting to order at 1:10 pm and welcomed members and guests. Quorum was certified. Board Members 10 Present Dr. Strain was not in attendance

Agenda review and approval of June 28, 2023 minutes

Chairman Fontenot presented the agenda and the minutes for consideration.

MOTION by Scott Franklin; **SECOND** by Mark Pousson

To amend the agenda by moving Call for Executive Session to the end of the meeting.

MOTION CARRIED UNANIMOUSLY

MOTION by Scott Franklin; **SECOND** by Christian Richard

To dispense with the reading of the minutes and to accept the June 28, 2023, minutes as submitted

MOTION CARRIED UNANIMOUSLY

LARPB Financial Reports

Nicole Broussard, CPA presented the current financial report noting that Assessments to-date for the current fiscal year was \$ **832,703.30** with refunds to-date of \$ **118,406.83**.

Chairman Fontenot asked the Board to review the financial reports including the general ledger. There were no questions from the Board concerning the financial reports.

MOTION by Kent Brown; **SECOND** by Paul Zaunbrecher.

To approve financials statements as rendered.

MOTION CARRIED UNANIMOUSLY

Board Updates

A listing of Board Members who submitted their Ethics training, sexual harassment training and Financial Disclosures were emailed. Several Board members are not in compliance. Another email will be sent by Nicole Broussard to all Board members with links to the various training courses.

Certified LA Grant Update

Kane Fontenot, Chairman asked for an update on the 6th Certified LA Grant in the amount of \$20,000. Nicole Broussard stated that receipts and expenditures in the amount of \$18,675 had been submitted and were awaiting approval. Jennifer Marsh and Kathryn Shea Duncan updated the board on their efforts. At this time, the Board does not know if the Certified LA Grant will be awarded for the FYE 06/30/2025.

In-state, Board-Directed Promotion Projects Update

Kane Webb updated the Board on recent Rice Promotion Projects.

Kathryn Shea Duncan requested more content from the Board members to add to Facebook, Instagram, and other social sites.

Funding Requests Reports

- USA Rice Council - Peter Bachmann, Sarah Moran, Cameron Jacob
 - Update on the accomplishments and highlights of the past year
 - Update on accountability & transparency
 - Update on revenue and international market and program areas
 - Request for continued funding
- LA Radio Network - Jennifer Marsh
 - Request for Crawfish & Rice Joint Campaign in the amount of \$7,500
 - Request for LA Radio Network Campaign in the amount of \$6,175

Act on Funding Requests

MOTION by Scott Franklin; **SECOND** by Thomas Faulk
To accept funding of Ag Magic in the amount of \$1,000.

MOTION CARRIED UNANIMOUSLY

MOTION by Thomas Faulk; **SECOND** by Christian Richard
To accept funding of the Crawfish & Rice Joint Campaign in the amount of \$7,500 and the LA Radio Network Campaign in the amount of \$6,175

MOTION CARRIED UNANIMOUSLY

MOTION by Paul Zaunbrecher; **SECOND** by Kent Brown
To accept funding of LA Farm Bureau - TWILA in the amount of \$5,000

MOTION CARRIED UNANIMOUSLY

MOTION by Mark Frey; **SECOND** by Christian Richard
To accept funding of US Rice Farmer's Group not to exceed \$20,000

MOTION CARRIED UNANIMOUSLY

MOTION by Mark Pousson; **SECOND** by Eric Unkel
To accept funding of Ag Expo in the amount of \$3,850
MOTION CARRIED UNANIMOUSLY

MOTION by Eric Unkel; **SECOND** by Paul Zaunbrecher
To accept funding of U. S. A. Rice Council at the minimum amount of \$400,000.00 but not to exceed \$1,000,000.00.
MOTION CARRIED UNANIMOUSLY

MOTION by Christian Richard; **SECOND** by Eric Unkel
To accept funding of Kathryn Shea Duncan's proposal for the social media campaign for the FYE 06/30/2025 in the amount of \$14,950.
MOTION CARRIED UNANIMOUSLY

Act on Contracts

Nicole D. Broussard, CPA LLC

MOTION by Thomas Faulk; **SECOND** by Mark Frey
To approve the contract with Nicole D. Broussard, CPA LLC for professional accounting services for an annual fee of \$5,075.
MOTION CARRIED UNANIMOUSLY

Vincent & Heard Law Offices, LLC

MOTION by Trevor Hair; **Second** by Scott Franklin
To approve the contract with Vincent & Heard Law Offices, LLC for professional legal services for an annual fee no greater than \$2,000
MOTION CARRIED UNANIMOUSLY

U. S. A. Rice Council

MOTION by Scott Franklin; **Second** by Eric Unkel
To approve the contract with U. S. A. Rice Council
MOTION CARRIED UNANIMOUSLY

Kathryn Shea Duncan, LLC

MOTION by Scott Franklin; **Second** by Kent Brown
To approve the contract with Kathryn Shea Duncan, LLC
MOTION CARRIED UNANIMOUSLY

USA Rice Farmer's Group

MOTION by Paul Zaunbrecher; **Second** by Thomas Faulk
To approve the contract with USA Rice Farmer's Group
MOTION CARRIED UNANIMOUSLY

Amended Budget and New Budget

2023 – 2024 Amended Budget

MOTION by Scott Franklin; **Second** by Eric Unkel
To approve the 2023 – 2024 Amended Budget
MOTION CARRIED UNANIMOUSLY

2024 – 2025 Budget

MOTION by Mark Frey; **Second** by Scott Franklin
To approve the 2024 – 2025 Amended Budget
MOTION CARRIED UNANIMOUSLY

Election of Officers

Chairman Fontenot requested nominations for the Officers.

MOTION by Christian Richard, **Second** by Kent Brown
To nominate Kane Fontenot as Chairman, Scott Franklin as Vice-Chairman and Thomas Faulk as Secretary/Treasurer and Thomas Faulk, Christian Richard and Paul Zaunbrecher as signatories on the checking account.
MOTION CARRIED UNANIMOUSLY

Appointments

MOTION by Scott Franklin, **Second** by Mark Pousson
To appoint Dylan Heard as the Board's Education Liaison on Ethics.
MOTION CARRIED UNANIMOUSLY

MOTION by Trevor Hair; **Second** by Paul Zaunbrecher
To appoint Christian Richard as the board's representative to Louisiana Rice Farmers' Group.
MOTION CARRIED UNANIMOUSLY

Other Business

None

Legal Update

Due to the pending litigation and sensitivity of the matter a motion was made by Scott Franklin and second by Mark Frey for the Board to move into Executive Session. THIS MOTION WAS WITHDRAWN.

A motion was made by Scott Franklin and second by Mark Frey for the Board to move into Executive Session and for Peter Bachmann, Kane Webb, John Owen, Nicole Broussard and Dylan Heard to be present during the Executive Session.

All Board members agreed unanimously by a raise of hands.

A motion was made by Scott Franklin and second by Mark Frey to close the Executive Session and reconvene the Regular Meeting. Motion carried unanimously

Public Comments

Chairman Fontenot called for public comments.

No public comments were made.

Adjournment

MOTION by Scott Franklin; **Second** by Thomas Faulk
To adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting was adjourned at 4:08 pm

LOUISIANA RICE PROMOTION BOARD
DEPARTMENT OF AGRICULTURE
STATE OF LOUISIANA
GOVERNMENTAL FUND TYPE -- GENERAL FUND

AMENDED BUDGET OF REVENUES AND EXPENSES
FOR THE YEAR ENDING JUNE 30, 2024

	Original Budget 06/30/2024	Actual Balances at 06/25/2024	Estimated	Amended Budget 06/30/2024
REVENUES:				
Assessments	\$ 900,000	\$ 832,703	\$ 15,000	\$ 847,703
LDAF - Grant # 6	20,000	-	19,950	19,950
Total Revenue	\$ 920,000	\$ 832,703	\$ 34,950	\$ 867,653
EXPENSES:				
Collection charges	\$ 12,000	\$ 12,000	\$ -	\$ 12,000
Dues - U.S. Rice Farmers	16,100	16,707	-	16,707
LDAF - Grant # 6 - Advertising	20,000	18,675	1,275	19,950
Miscellaneous	500	149	-	149
Professional services	8,700	7,185	1,350	8,535
Refunds	45,000	118,407	2,000	120,407
Rice promotion				
Ag Expo	3,850	-	3,850	3,850
Ag Magic	1,000	-	1,000	1,000
Crawfish & Rice Joint Campaign	7,500	-	7,500	7,500
Farm Bureau -- "This Week in LA AG"	5,000	-	5,000	5,000
LA Radio Network Campaign	6,175	-	6,175	6,175
Total Rice promotion	23,525	-	23,525	23,525
Surety	100	100	-	100
U.S. Rice Council	794,075	659,000	6,000	665,000
Webpage	-	300	-	300
Total Expenses	\$ 920,000	\$ 832,523	\$ 34,150	\$ 866,673
REVENUES OVER EXPENSES	\$ -	\$ 180	\$ 800	\$ 980

APPROVED

/s/ Kane Fontenot
CHAIRMAN OF THE BOARD

/s/ Thomas Faulk
SECRETARY OF THE BOARD

**LOUISIANA RICE PROMOTION BOARD
DEPARTMENT OF AGRICULTURE
STATE OF LOUISIANA
GOVERNMENTAL FUND TYPE -- GENERAL FUND**

**BUDGET OF REVENUES AND EXPENSES
FOR THE YEAR ENDING JUNE 30, 2025**

	June 30, 2024 Budget	Accepted Budget
REVENUES:		
Assessments	\$ 847,703	\$ 900,000
LDAF - Grant # 7	19,950	20,000
Total Revenues	\$ 867,653	\$ 920,000
EXPENSES:		
Collection charges	\$ 12,000	\$ 12,000
Dues - U.S. Rice Farmers	16,707	17,000
LDAF - Grant # 7 - Advertising	19,950	20,000
Miscellaneous	149	500
Professional services	8,535	8,700
Refunds	120,407	108,000
Rice promotion		
Ag Expo	-	3,850
Ag Magic	-	1,000
Crawfish & Rice Joint Campaign	-	7,500
Farm Bureau -- "This Week in LA AG"	-	5,000
LA Radio Network Campaign	23,525	6,175
Total Rice promotion	23,525	23,525
Surety	100	100
U.S. Rice Council	665,000	729,875
Webpage / Social Media Proposal	300	300
Total Expenses	\$ 866,673	\$ 920,000
EXCESS OF REVENUES OVER EXPENSES	\$ 980	\$ -

APPROVED

/s/ Kane Fontenot
CHAIRMAN OF THE BOARD

/s/ Tommy Faulk
SECRETARY OF THE BOARD