

**Virginia Egg Board Meeting
FINAL MINUTES
November 1, 2018
Roanoke Hotel and Conference Center
10:10 am – 1:30 pm**

Keith Sheets, Chairman of the Virginia Egg Board called the meeting to order.

Virginia Egg Board members present:

Keith Sheets	Ellen Baber	Hobey Bauhan	Paul Ruszler Ph.D.
Lake Wagner	Ken Risser	Cecilia Glembocki, Executive Secretary	

Not present: Rodney Wagner

Guests present:

CJ Martin	Lynn Martin	Elizabeth Myers	Mary Rapoport
Rose Jeter	Kortland Risser	Leonie Jacobs	Melissa Ball

The members of the Egg Board reviewed and approved the 17-18 Annual Report. Motion was made and carried.

The members of the Egg Board reviewed and approved the October 3, 2017 minutes. Motion was made and carried.

The financial statements were presented by Cecilia Glembocki, Secretary of the Egg Board. The Egg Board viewed them with corrections suggested. Motion was made and carried with corrections.

An audit was completed by Dunham, Aukamp & Rhodes PLC of Chantilly, Virginia of the Virginia Egg Council for all financial statements for the year ending June 30, 2018.

Cecilia stated that the Virginia Egg Board is under contract with the Virginia Egg Council until 2019. The Egg Council has Liability and Bonding insurance policies with State Farm Insurance Company in McLean, Virginia. The Board made a motion and voted to enter into another contract with the Virginia Egg Council once the current agreement concludes in June of 2019.

The Board was presented and approved the Council's budget and program for 2018-2019

	VEC Budget Jul '18 - Jun 19
6100 VPF fees	10,000.00
6115 Medical Insurance	11,000.00
6142 Retirement Expense	2,000.00
6211 Freight & Express	1,200.00
6214 Postal Service	1,200.00
6215 Printing	1,200.00
6217 Telephone	2,700.00
6221 Memberships & Publications	480.00
6223 Food Supplies	3,600.00
6242 Accounting	10,700.00
6246 Public Info & Exhibits	7,500.00

6250 Repairs & Maintenance	600.00
6268 Skilled Services	600.00
6281 Meetings	1,200.00
Total 6282 Travel	12,900.00
6310 Administrative Supplies	2,400.00
6312 Supplies	7,800.00
6314 Payroll processing	1,000.00
6374 Educational Materials	4,000.00
6410 Awards and Contributions	1,500.00
6535 Office Rent	4,200.00
6536 Storage rent	3,300.00
6540 Bank Charges	250.00
6541 VDACS charges	260.00
6550 Insurance	525.00
Payroll Expenses - Gross Wages	105,000.00
Payroll Taxes	8,150.00
Total Expenditures Budgeted	205,265.00

The Council's budget includes the following line items:

The Virginia Egg Council increased the two staff employees a 3 % raise in salary effect July of 2018. Additional line items as in the Egg Board report would be to illuminate the Southern United Egg Producers and add Agriculture in the classroom program \$2,500, \$10,000 for the Virginia Poultry Federation, \$1,000 for the Agribusiness Council, \$2,000 for Office supplies, \$250 for the Family and Consumer Science Educational FCLA Project, \$10,000 for a joint venture with VDACS recipe placement in 75 kiosks in the commonwealth of Virginia.

The Board requested that a list of excise paying handlers be obtained from the Department of Taxation for review by the Virginia Egg board.

Revenue trends were reviewed and there was a slight decrease from the last year. Future program plans, and goals were discussed, and a motion was made and approved the suggested direction of the programming.

Reports were presented from Virginia Tech- Dr. Paul Ruzsler, Elizabeth Myers -VDACS, Hobey Bauhan-Virginia Poultry Federation & Agribusiness Council, Rose Jeter - Ag in the Classroom, and Leonie Jacobs of VA Tech.

Egg Industry concerns were discussed. The per capita consumption of eggs has increased in the past year. The news for the egg industry throughout the country is more positive that in previous years.

The next meeting will be held in September of 2019, tentatively at the Hotel Roanoke. There was no public comment and the meeting adjourned at 1:30 pm.

Respectfully submitted: Cecilia H Glembocki - Secretary- Virginia Egg Board