



## Executive Committee Meeting

November 13, 2023 | 9:00–11:30 a.m. | Vineyard Boardroom  
Hilton Santa Barbara Beachfront Resort, Santa Barbara

[Zoom Link](#)

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Meeting ID: 893 8388 9515

Passcode: 950012

**VISION:** Together, we advance milk and dairy's unique and essential contributions to healthy, sustainable eating patterns.

**CAUSE:** Elevating the health of children and communities in California by promoting lifelong healthy eating patterns.

1. Call to Order and Introductions – *John Dolan, Chairman* 9:00 a.m.
2. Standards of Performance, Anti-Trust Statement and Approval of the June 14, 2023, Meeting Minutes – **(Before Tab 1)**  
*(Motion to Approve the Minutes from the June meeting)* 9:05 a.m.
3. Public Comments 9:10 a.m.
4. CEO Report – *Amy DeLisio, CEO* 9:15 a.m.
  - Set January 2024 Executive Committee Meeting Date
5. Financial Reports – *Matthew Delgado, Operations Officer* 9:30 a.m.
  - FY 2022-2023 – **Tab 4**
  - FY 2023-2024 Year-to-Date – **Tab 5**
  - Cash Investments Report – **Tab 5**
6. Review Audit Report – *Auditor's Report Out (Zoom)* – **Tab 3** 10:00 a.m.
- Break** 10:30 a.m.
7. Nominating Committee Update – *Brad Scott, Immediate Past Chair* 10:40 a.m.
8. California Department of Food and Agriculture Report  
*Dennis Manderfield, Senior Cultural Economist* 10:55 a.m.
9. Chairman's Report – *John Dolan, Chairman* 11:10 a.m.
10. Additional Public Comments 11:25 a.m.
11. Adjourn 11:30 a.m.

**Next Executive Committee Meeting - January TBD, 2024 - Zoom**

Anti-trust Statement - The Dairy Council of California, its members and staff, strictly comply with all State and federal antitrust laws. Discussions regarding setting prices and price terms, restrictions on competition, and boycotts are prohibited at all program functions. Should any meeting attendee observe discussions that involve antitrust sensitivity, the attendee should raise his or her concern and request the discussion be stopped. If the discussion continues, the discussion should be reported to the program CEO and Department staff.

Members of the public are encouraged to provide comment to the Board and may suggest items to be placed on the agenda for discussion at the next Board meeting. While the Board values the participation of the public, the Board Chair reserves the right to limit the time for public comment depending on the length of agenda and number of commenters.

Each of the noticed agenda items will include discussion and public comment. Noticed items will be considered for possible action by the Board. Any item not so noticed will not be considered or discussed. Items listed on the agenda may be considered in any order at the discretion of the Board Chair. All meeting agendas and notices are available on the California Department of Food and Agricultural website at: <https://www.cdfa.ca.gov/mkt/mkt/>. (*select meeting notices*)

For further information regarding this meeting, please contact: Rachel Otter, 916-263-3560.

#### AMERICANS WITH DISABILITIES ACT

All meeting facilities are accessible to persons with disabilities. If you need reasonable accommodation as defined by the Americans with Disabilities Act, or if you have questions regarding the public meeting, please contact Rachel Otter at 916-263-3560. Requests for reasonable accommodation should be made no later than three (3) days before the meeting.

**EXECUTIVE COMMITTEE**  
**DAIRY COUNCIL OF CALIFORNIA**  
**STANDARDS OF PERFORMANCE**

Executive Committee responsibilities will be fulfilled when the following are accomplished and appropriate feedback is given to the C.E.O.

**At its fourth regularly scheduled meeting of the calendar year, the Executive Committee will:**

1. Review current financial statements against budget and develop appropriate recommendations to the Board
2. Review C.E.O.'s recommendations on administrative matters that are outside her authority and take appropriate action
3. Review audit report and make report to the Board
4. Select Board meeting dates and sites for following year

Minutes of the Meeting of the  
Executive Committee  
June 14, 2023  
Sacramento, CA  
Meeting via Zoom

PRESENT: John Dolan, Chairman  
Curt DeGroot Mike Newell  
Joey Fernandes Brad Scott

ABSENT: Arlin Van Groningen, Stephen Weststeyn

OTHERS

PRESENT: Amy DeLisio, Dairy Council of California  
Matt Delgado, Dairy Council of California  
Kendall House, Dairy Council of California  
Rachel Otter, Dairy Council of California  
Dennis Manderfield, California Department of Food & Agriculture

Call to Order

Chairman Dolan called the meeting to order at 10:03 a.m.

Standards of Performance and Approval of Minutes

Chairman Dolan instructed the board to review the Standards of Performance and the anti-trust statement for the regularly scheduled summer meeting and the March 16, 2023, Executive Committee minutes for review and approval.

**IT WAS MOVED BY JOEY FERNANDES AND SECONDED BY BRAD SCOTT TO APPROVE THE MINUTES OF THE MEETING FROM MARCH 16, 2023. THE MOTION WAS UNANIMOUSLY CARRIED. AYES: JOHN DOLAN, CURT DEGROOT, MIKE NEWELL, BRAD SCOTT; NAYS: NONE; ABSTAIN: NONE, ABSENT: ARLIN VAN GRONINGEN, STEPHEN WESTSTEYN (BOARD MOTION 2023-6-14 EX#1).**

CEO Report

Ms. DeLisio shared that she has completed her 90-day Dairy Council of CA orientation plan. She and Tammy Anderson-Wise worked together and had a strong organizational transition. Built strong relationships with the internal team over the past 6 months.

Ms. DeLisio informed the committee of the recent key staff positions that have been filled. Those include the new Operations Officer, Data Analyst, Human Resource Manager and Executive Assistant.

Ms. DeLisio shared that the MDC Program has been assessed and restructured to expand Dairy Ag Literacy. Allowing the extension to more audiences as well as more integration with the farm-to-school and dairy ag displays.

Ms. DeLisio shared that she developed an internal process to fund research projects that advance the dairy community. Created an RFP and assembled a research committee from interested board members.

Ms. DeLisio secured external grant funding for the First 1000 Days proposal in Merced County through the Legacy Health Endowment. The Grant will be \$250,000 annually for 2 years to begin on July 1, 2023.

Ms. DeLisio created a five-year business plan model for the organization. It includes reassessing long-term space, staff and digital needs to reduce the overhead costs as well as program effectiveness and efficiency. Developed new success plans with the officers and leadership team that will amplify priority areas and cross-departmental collaboration.

Ms. DeLisio informed the committee of the relationships she has established with various dairy industry publications and agriculture publications over the past six months.

Ms. DeLisio informed the committee of the external meetings she has attended since the last meeting. And informed the committee of potentially having Secretary Karen Ross present on the Ag Vision at the combined November board meeting.

#### 2023-2024 Investment Strategy

Mr. Delgado shared the Council's current investment situation. The recommendation for the new Fiscal Year is to reinvest \$625,000 of CDs maturing by April 2024. Dairy Council of CA will evaluate the investment strategy at the end of each fiscal year.

#### Financial Report for the Period July 1, 2022 through May 31, 2023

Mr. Delgado reviewed the comparative statements of net position as of May 31, 2023 and 2022. Total liabilities and net position were \$9,059,146 for the current year as compared to \$8,117,495 the prior year.

Mr. Delgado reviewed the summary statements of Revenues, Expenses and Changes in Net Position for the period July 1, 2022 through May 31, 2023. He also reviewed individually the statement of expenses for Program Services, Research and Industry Relations, Administration and Overhead. Total revenues through May 31, 2023 were \$6,010,938 and total expenses were \$6,306,718 for a decrease of \$295,780 in net assets.

**IT WAS MOVED BY MIKE NEWELL AND SECONDED BY CURT DEGROOT TO APPROVE THE FINANCIAL REPORTS FOR THE YEAR JULY 1, 2022, THROUGH MAY 31, 2023, CASH AND INVESTMENTS AND THE INVESTMENT STRATEGY FOR THE FISCAL YEAR 2023-2024, AS PRESENTED. THE MOTION WAS UNANIMOUSLY CARRIED. AYES: JOHN DOLAN, CURT DEGROOT, MIKE NEWELL, BRAD SCOTT; NAYS: NONE; ABSTAIN: NONE, ABSENT: ARLIN VAN GRONINGEN, STEPHEN WESTSTEYN (BOARD MOTION 2023-6-14 EX#2).**

#### 2023-2024 Success Plan – Organizational Structure

Ms. DeLisio informed the committee that the 2023-2024 Success Plan will be presented in detail to the full board. She mentioned there was a minor change to the cause, but no major changes since it was shared with the board in March. She shared an updated organizational structure that will be effective in the upcoming fiscal year.

### 2022-2023 Proposed Budgets

Mr. Delgado reviewed the proposed 2023-2024 budget with total proposed revenues of \$6,432,000 and total expenses of \$7,186,095 for a total decrease in reserves of \$674,095. There was no change in the proposed assessment rate.

**IT WAS MOVED BY BRAD SCOTT AND SECONDED BY CURT DEGROOT TO RECOMMEND TO THE FULL BOARD THE APPROVAL OF THE PROPOSED 2023-2024 BUDGET, THE APPROVAL OF THE PROPOSED 2023-2024 ASSESSMENT RATES WITH NO INCREASES AND THE APPROVAL OF THE PROPOSED 2023-2024 SUCCESS PLAN. THE MOTION WAS UNANIMOUSLY CARRIED. JOHN DOLAN, CURT DEGROOT, MIKE NEWELL, BRAD SCOTT; NAYS: NONE; ABSTAIN: NONE, ABSENT: ARLIN VAN GRONINGEN, STEPHEN WESTSTEYN (BOARD MOTION 2023-6-14 EX#3).**

### Administrative Policies

Ms. DeLisio presented the Administrative Policies for July 1, 2023 through June 30, 2024 (see Attachment A). There were no recommended changes to the policy.

### CDFA Report

Mr. Dennis Manderfield informed the committee that the Dairy Council of CA Continuation Hearing will be conducted via ZOOM on September 6, 2023. The CDFA Hearing Notice will be sent out approximately one month prior to the hearing. He also shared information regarding the annual nominations and elections process that will be conducted in order to fill board positions with terms expiring this year and to fill any mid-term vacancies. He noted that the request for nominations notice will likely be issued in mid- to late-July and will be followed by the issuance of ballots if there are more nominations submitted than available positions. New terms will begin on November 1, 2023.

### Closed Session

The Executive Committee met in closed session at 11:17 a.m. according to California Government Code 11126 (a) regarding the appointment, employment, evaluation of performance or dismissal of an employee.

### Open Session

The Committee reconvened in an open session at 11:33 a.m. Chairman Dolan reported that during the closed session the Committee evaluated the performance of the new CEO during her first six months. He reported further that the CEO contract was recommended for renewal for the 2023-2024 fiscal year with a 2% salary increase.

### Nominating Committee Report

Nominating Committee Chairman, Brad Scott, reported that the committee had been able to contact all but two of the members whose term is expiring this year and that they had all indicated that they are all willing to serve another term. He noted that he is still attempting to contact the remaining two members and that he will provide a full report to the full board.

### Chairman's Report

Chairman Dolan shared that he will not attend the June 15-16, 2023, board meeting and that Brad Scott has volunteered to fill in as Chairman Pro Tem.

Adjourn

The meeting was adjourned at 11:36 a.m.



Submitted By: \_\_\_\_\_

Amy DeLisio  
Chief Executive Officer

Certification

I, Amy DeLisio, Chief Executive Officer of the Dairy Council of California, do hereby certify that, to the best of my knowledge, the foregoing is a true and correct copy of the minutes of a meeting of the Executive Committee held on June 14, 2023.



Submitted By: \_\_\_\_\_

Amy DeLisio  
Chief Executive Officer