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Description of document: Department of Agriculture (USDA) Agricultural Marketing Service (AMS) Meeting Minutes of the National Mango Board 2017-2021

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September 1, 2021

**Delivered via Electronic Mail**

**Re: Final Response to FOIA Request 2021-AMS-00229-F**

This is the final response to your Freedom of Information Act (FOIA) request received by the U.S. Department of Agriculture's (USDA) Agricultural Marketing Service (AMS) on August 2, 2021. Your request sought access to:

A copy of the meeting minutes for meetings of the Mango Promotion Board (by whatever exact name it goes) for the years 2017 to present.

The AMS FOIA staff works with subject matter experts across the Agency to locate responsive documents. For this request, a search was conducted by the Mango Research & Promotion Program which operates as the National Mango Board. The program's purpose is to increase the consumption of fresh mangos in the United States. AMS' search began on August 2, 2021. Our search provided responsive records in AMS' control on that date.

We have processed 49 pages that are responsive to your request. After a thorough review, we have determined that parts of two pages are exempt from disclosure under (b)(5) of the FOIA, 5 U.S.C. § 552, as amended. The remaining 47 pages are being released in full. Accordingly, this request is granted in part.

Exemption 5 of the FOIA protects "inter-agency or intra-agency memorandums or letters which would not be available by law to a party other than in litigation with the agency." The agency records that are subject to protection in full or in part under Exemption 5 are pre-decisional and deliberative and therefore privileged under the "deliberative process" privilege. The general purpose of this privilege is to prevent injury to the quality of agency decisions. Within this record set, AMS is withholding the May 19, 2021 draft meeting minutes since these have not been reviewed or approved by the National Mango Board as of the date of this letter.

This concludes processing of your request. You may appeal our determination within 90 days from the date of this letter. Your appeal should be clearly marked to indicate that it contains a FOIA appeal and include specific reasons why you believe modification of the initial action is warranted. Any such appeal can be sent to [ams.foia@usda.gov](mailto:ams.foia@usda.gov) and should be addressed to:

Bruce Summers  
Administrator  
Agricultural Marketing Service  
1400 Independence Avenue, SW  
Stop 0201, Room 3071  
Washington, D.C. 20250-0201

If you have any questions about the way this request was handled, please contact Heather Higgs, Government Information Specialist, at (202) 641-8684 or [heather.higgs@usda.gov](mailto:heather.higgs@usda.gov). If you have general questions or concerns regarding AMS' FOIA procedures or regulations, please contact our FOIA Public Liaison, Bill Allen, at (202) 631-6412 or via email at [ams.foia@usda.gov](mailto:ams.foia@usda.gov).

Additionally, you may contact the Office of Government Information Services (OGIS) to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at [ogis@nara.gov](mailto:ogis@nara.gov); telephone at (202) 741-5770; toll-free at 1-(877) 684-6448; or facsimile at (202) 741-5769.

Thank you for your interest in AMS programs and policies.

Sincerely,

*Mark R. Brook*

Mark R. Brook  
FOIA Officer  
Agricultural Marketing Service

Enclosure



# **2017 BOARD MEETING MINUTES**



## **BOARD MEETING MINUTES TUESDAY & THURSDAY, March 20-22, 2017**

The National Mango Board held a meeting in San Diego (La Jolla), California, from Monday-Wednesday, March 20-22, 2017. In attendance were: Greg Golden, Jojo Shiba, Chris Ciruli, Eddy Martinez, Jacquie Swett, Jiovani Guevara, Marsela McGrane, Michael Warren, Shawn Allen, Oscar Orrantia, Patrick Dueire, Susan Underwood, Tomas Paulin Quezada, and Veny Marti. Others present were: David Durkin, Legal Counsel; Jeanette Palmer, USDA/AMS Manuel Michel, Amy Mercado (Secretary's Delegate) Damaris Gonzalez, Anna Deschamps-Polonia, Valda Coryat, Leonardo Ortega, Angela Serna, Laura Dossett, Ashley Harris, and Carla Sosa. Those not present were: Enrique Sanchez, Joaquin Balerezo Valdez, Norberto Galvan Lopez (all excused), and Web Barton (no-show); the minutes from November 2016 were approved as presented.

- On March 20, 2017 at 2:05 p.m., Mr. Golden convened the March Board meeting.
- Mr. Michel presented the board with the goals and expectations of the meeting.
- Ms. Palmer swore in the newly appointed Board Members.
- Mr. Michel presented the board with:
  - Frozen mango update
  - Organic Exemption Procedure update
  - Industry relations representation on the Executive Committee request
  - Potential Consumer PR agency review in 2017

Motion by Mr. Ciruli to move forward with an agency review of three (3) new agencies, plus the current agency; motion adopted unanimously.

- Mr. Durkin and Ms. Palmer held the 2017 Officer Elections. The elected officers are:
  - Greg Golden – Chair
  - Jojo Shiba – Vice Chair
  - Patrick Dueire – Secretary
  - Michael Warren – Treasurer
- Mr. Golden called an Executive Session at 4:40 p.m. Mr. Durkin & Ms. Palmer submitted the following information upon conclusion of the Executive Session:



- *"The Board convened in Executive Session to discuss personnel matters. The Chairman advised the Board as to the negotiation of the contract of the Executive Director, including potential budgetary impact of the Executive Director's salary and severance provisions.*

*There was general discussion among Board members and the Chairman regarding several facets of the proposed contract extension."*

Recessed at: 6:00 p.m.

Reconvened Tuesday, March 21, 2017 at 9:05 a.m.

- The auditor from BDO USA, LLP (Ms. Miller) presented the board with the 2016 GAGAS audit report.

Motion by Mr. Ciruli to add \$50,000 to the Crisis Reserve Fund; motion adopted as presented unanimously.

Motion by Mr. Ciruli to accept the 2016 GAGAS audit report; motion adopted as presented unanimously.

Motion by Mr. Ciruli to accept the Operating Policies & Procedures as presented [buffet meal language added per USDA's request]; motion adopted with one nay vote.

- Mrs. Mercado described the Attendance, Conflict of Interest & Lobbying Policy Certifications.
- Mr. Michel presented the board with the Strategic Plan Objectives update for 2016.
- Mr. Durkin presented the board with legal counsel's update.
- Ms. Keith from Fleishman-Hillard presented the board with the consumer update.
- Dr. Brecht from the University of Florida presented the board with his research project update.
- Mr. Ortega presented the board with the research department updates.

Motion by Ms. McGrane to fund research project #3: *Thermal Protection of Mango Pallets* and to postpone project #1: *Sustainable Production in Orchards* until 2018; motion adopted as presented unanimously.



Motion by Mr. Ciruli to change the mango industry excellence award to recognition of foreign mango organization; motion adopted as presented unanimously.

Recessed at: 6:04 p.m.

Reconvened Wednesday, March 22, 2017 at 2:00 p.m.

- Ms. Keith and Mrs. Choi-Wiles from Fleishman-Hillard facilitated the consumer brainstorming session.
- Mr. Ortega facilitated the research brainstorming session.
- Mr. Martinez appointed Mr. Marti as the Research Committee Vice Chair.

Meeting adjourned at 6:00 p.m.





## **BOARD MEETING MINUTES FRIDAY, June 30, 2017**

The National Mango Board held a teleconference meeting Friday June 30, 2017. In attendance were: Greg Golden, Jojo Shiba, Chris Ciruli, Jiovani Guevara, Marsela McGrane, Michael Warren, Shawn Allen, Oscar Orrantia, Patrick Dueire, Susan Underwood, Tomas Paulin Quezada, Enrique Sanchez, Joaquin Balerezo Valdez, Norberto Galvan Lopez, and Veny Marti. Others present were: David Durkin, Legal Counsel; Jeanette Palmer, USDA/AMS Manuel Michel, Amy Mercado (Secretary's Delegate) Damaris Gonzalez, Anna Deschamps-Polonia, Valda Coryat, Leonardo Ortega, Angela Serna, Ashley Harris, and Carla Sosa. Those not present were: Eddy Martinez, Jacquie Swett (both excused) and Web Barton (no-show).

- Mr. Golden convened the June Board teleconference meeting at 2:30 p.m.

Motion by Mr. Ciruli to accept the bylaw amendment as approved by Executive Committee; motion unanimously approved as presented.

*Executive Committee - Motion to by Mr. Warren to amend the NMB bylaws and remove the restrictions regarding university/research administrative fees; motion unanimously as presented.*

### ***NMB BYLAWS, ARTICLE XIII, EXPENSES***

***SECTION 1.*** Board members, committee members, or employees, when acting on authorized business, shall be reimbursed for necessary and reasonable expenses incurred by them in the performance of their duties as stated in our policy statement.

***SECTION 2.*** The Treasurer shall approve all expense vouchers except those of Board employees under the supervision of the Executive Director. The Treasurer's expense voucher shall be approved by the Chairman.

Motion by Mr. Ciruli to accept the Consumer Qualitative Research Project as approved by the Executive Committee; motion unanimously approved as presented.

*Executive Committee - Motion by Mr. Guevara to add Consumer Qualitative Research (Focus Groups) project for \$30,000; motion unanimously approved as presented.*

Motion by Mr. Ciruli to accept the Packaging and Palletization Project budget increase as approved by the Executive Committee; motion unanimously approved as presented.





*Motion by Mr. Guevara to increase Packaging and Palletization Project budget to 45k; motion unanimously approved as presented.*

Meeting adjourned 2:55 pm



**BOARD MEETING MINUTES  
TUESDAY & WEDNESDAY, October 10-11, 2017**

The National Mango Board held a meeting in Orlando, Florida, on Tuesday & Wednesday, October 10 & 11, 2017. In attendance were: Greg Golden, Jojo Shiba, Chris Ciruli, Eddy Martinez, Jacquie Swett, Jiovani Guevara, Marsela McGrane, Michael Warren, Shawn Allen, Oscar Orrantia, Patrick Dueire, Susan Underwood, Tomas Paulin Quezada, Enrique Sanchez, Joaquin Balerezo Valdez, and Norberto Galvan Lopez. Others present were: David Durkin, Legal Counsel; Jeanette Palmer, USDA/AMS Manuel Michel (Secretary's Delegate), Damaris Gonzalez, Anna Deschamps-Polonia, Valda Coryat, Leonardo Ortega, Angela Serna, Ashley Harris, and Carla Sosa. Those not present were: Veny Marti (excused), and Web Barton (no-show); the minutes from March & June 2017 were approved as presented.

- On October 10, 2017 at 9:00 a.m., Mr. Golden convened the March Board meeting.
- Mr. Michel presented the board with the expectations of the meeting and an overview for each day.
- Mr. Golden called an executive session so that the four consumer agencies invited to present to the board could present. Those invited were: Fleishman Hillard, M Booth, Golin, and Weber Shandwick.
- Executive session recessed at: 6:00 p.m.
- Executive session reconvened Wednesday, October 11, 2017 at 9:00 a.m. and ended at 9:30 a.m.
- Mr. Golden convened the regular board meeting at 9:30 a.m.

Motion by Mr. Ciruli to accept Weber Shandwick as the NMB's 2018 Consumer Marketing Agency; motion passed with 15 yay and 1 nay votes.

- The board discussed the execution of the 2018 Nutrition Marketing Program.

Motion by Mr. Ciruli to combine consumer and nutrition marketing within Weber Shandwick, the consumer marketing agency in 2018; motion unanimously approved.

- Mr. Michel and Mr. Kumar presented the board with the 2020 Strategic Plan update.



- Mr. Michel presented the board with his Executive Director Report.
- Ms. Palmer presented the board with an update from USDA.
- Mr. Durkin presented the board with his legal counsel update.
- Mr. Martinez presented the board with an update from the Research Committee.
- Mr. Guevara presented the board with an update from the Marketing Committee.

Motion by Mr. Ciruli to approve the 2018 Mango-Selfie Retail Program; motion unanimously approved.

Motion by Mr. Ciruli to free up the \$15,000 of unused funds from the retailer farm tour to be used at the staff's discretion; motion unanimously approved.

Motion by Mr. Ciruli that the board conduct a consumer agency review in five years [for 2023]; motion unanimously approved.

- Mr. Golden presented the board with an update from the Executive Committee.

Motion by Mr. Ciruli to approve an amendment to the 2017 annual budget in the amount of \$298,100; motion unanimously approved.

- Meeting adjourned at 5:00 p.m.



**BOARD MEETING MINUTES  
TUESDAY & WEDNESDAY, November 28 & 29, 2017**

The National Mango Board held a meeting in Puerto Vallarta, Mexico on Tuesday & Wednesday, November 28 & 29, 2017. In attendance were: Greg Golden, Jojo Shiba, Chris Ciruli, Eddy Martinez, Jacquie Swett, Jiovani Guevara, Marsela McGrane, Michael Warren, Shawn Allen, Oscar Orrantia, Patrick Dueire, Susan Underwood, Tomas Paulin Quezada, Enrique Sanchez, Joaquin Balerezo Valdez, Veny Marti and Norberto Galvan Lopez. Others present were: Daniel Ibarra, Mason Weeda, Legal Counsel; Jeanette Palmer, USDA/AMS Manuel Michel, Amy Mercado (Secretary's Delegate), Damaris Gonzalez (via phone), Anna Deschamps-Polonia, Valda Coryat, Leonardo Ortega, Tammy Wiard, Angela Serna, Ashley Harris, and Carla Sosa. Those not present were: Web Barton (no-show); the minutes from October 2017 were approved as presented.

- On November 28, 2017 at 9:04 a.m., Mr. Golden convened the November Board meeting.
- Mr. Michel presented an overview of the meeting days
- Meeting recessed 9:45 a.m.
- Meeting reconvened at 5:33 p.m.

Mr. Ciruli moved to approve the two Marketing committee motions; motion unanimously approved.

*Motion by Mr. Ciruli to approve option #2 for the Frito Lay and Ibotta partnership at a cost of \$50k; motion approved unanimously.*

*Motion by Mr. Ciruli to approve the marketing 2018 budget at \$3,206,120; unanimously approved.*

Mr. Ciruli moved to approve the Research/Industry Relations committee motion; motion unanimously approved.

*Motion by Mr. Marti to accept Research/Industry Relations 2018 budget \$1,306,990; motion approved unanimously.*

Mr. Guevara moved to approve the 2018 staff salaries at \$1,167,749; motion unanimously approved.

Mr. Ciruli moved to approve the 2018 total budget at \$7,321,983; motion unanimously approved.

- Meeting recessed at 6:00 p.m.



- Meeting reconvened on Wednesday, November 29, 2017 at 9:06 a.m.

Motion by Mr Ciruli to approve the 2020 Strategic Plan; motion approved unanimously.

- Mr. David Rockland presented the board with the Strategic Plan Finalization
- The marketing team presented the Marketing Program Update
- The retail team hosted a Retail Account Manager Panel
- The research team presented the Research Program Update
- The meeting dates for 2018 were established as:
  - March 2018 board meeting –week of March 11<sup>th</sup> in Portland, Oregon
  - September 2018 board meeting – week of September 10<sup>th</sup> in Nashville, Tennessee
  - November 2018 board meeting – week of November 12<sup>th</sup> in Orlando, Florida
- The meeting adjourned at 6:00 p.m.



# **2018 BOARD MEETING MINUTES**



**BOARD MEETING MINUTES  
TUESDAY, MARCH 13 – THURSDAY, MARCH 15, 2018**

The National Mango Board held a meeting in Portland, Oregon from Tuesday, March 13 through Thursday, March 15, 2018. In attendance were: JoJo Shiba (Interim Chair) Carlos R. Palafox, Cesar Morocho Marchan, Chris Ciruli, Eddy Martinez, Jerry Garcia, Jacquie Swett, Jiovani Guevara, Joaquin Balerezo Valdez, Marsela McGrane, Michael Warren, Thomas Hall Norberto Galvan Gonzalez, Patrick Dueire, Stuart Johnson, Susan Underwood, Tomás Paulín Quezada, Veny Marti, and Greg Golden (Ex Officio). Others present were: Daniel Ibarra (Research Committee), Mason Weeda (Legal Counsel); Maureen Pello (USDA); Manuel Michel, Amy Mercado (Secretary's Delegate), Damaris Gonzalez, Anna Deschamps-Polonia, Valda Coryat, Leonardo Ortega, Tammy Wiard, Angela Serna, Michelle Larkin, Marissa Khan, and Carla Sosa. The minutes from November 2017 were approved as presented.

- On March 13, 2018 at 9:04 a.m., Ms. Shiba convened the March Board meeting.
- Mr. Michel presented the overview and expectations of the meeting days.
- Ms. Miller from BDO (board auditors) presented the board with the 2017 audit report.
- Mr. Michel presented the board with a 2017 Strategic Plan Wrap-up report.
- Mr. Weeda and Ms. Pello held the 2018 Officer Elections. The elected officers are:
  - Michael Warren – Chair
  - JoJo Shiba – Vice Chair
  - Marsela McGrane – Secretary
  - Chris Ciruli – Treasurer
- Ms. Pello presented the board with the USDA update regarding the mango order amendment.
- Mr. Weeda presented the board with the legal update.
- The marketing team presented the board with the marketing and communications updates.
- The research team presented the board with the research update.





Motion by Mr. Paulin to amend the 2018 budget and approve \$21k for the Mango Maturity Guide V2; motion passed with 1 nay vote.

- The board discussed the Mango Order Amendment and its timeline.

Motion by Ms. Underwood to amend the 2018 budget and fund \$50k for additional outreach to the fresh and frozen mango industry members; motion passed with 1 nay vote.

- Meeting recessed at 6:00 p.m.
- Meeting reconvened at 9:00 a.m. on Wednesday, March 14, 2018.
- Mr. Rockland from Rockland Dutton facilitated the 2020 Strategic Planning Session workshop.

The NMB staff and vendors facilitated a brainstorming session for 2019 programs.

Motion by Mr. Ciruli to amend the 2018 budget and fund \$45k for additional retail bins; motion passed with 1 nay vote.

- Meeting recessed at 6:00 p.m.
- Meeting reconvened at 9:00 a.m. on Thursday, March 15, 2018.
- The Weber Shandwick team facilitated a Crisis Training session.
- Meeting adjourned at: 2:36 p.m.



## **BOARD MEETING MINUTES TUESDAY & Thursday, September 11 & 13, 2018**

The National Mango Board members met on Tuesday, September 11, 2018, in Nashville, TN: Chair, Michael Warren and the following members were present: Jojo Shiba, Marsela McGrane, Chris Ciruli, Giovanni Guevara, Tomas Paulin, Eddy Martinez, Jacquie Swett, Veny Marti, Juquin Balarezo, Norberto Galvan, Jerry Garcia, Thomas Hall, Stuart Johnson, Carlos Palafox, Cesar Morocho, and Greg Golden, Ex – Officio. Others present were: Manuel Michel, Executive Director; Amy Mercado, Director of Operations (Secretary's Delegate); Valda Coryat, Director of Marketing; Tammy Wiard, Retail Program Manager; Angela Serna, Communications Manager, Leonardo Ortega, Director of Research; Carla Sosa, Industry Relations Manager; Damaris Gonzalez, Accountant; Marissa Khan, Marketing Manager; Anna Deschamps-Polonia, Operations Specialist; Jeanette Palmer, USDA/AMS; David Durkin, General Counsel; Michael Wehman, Janet Helm, Gillian Kushner, and Susan Hughes. Those not present were: Patrick Dueire and Susan Underwood. The minutes from March, 2018 were approved as presented.

- Mr. Warren called the meeting to order at 9:03 a.m.
- 
- A moment of silence was observed in observance of the September 11, 2001 tragedy
- Mr. Michel presented the board with the following:
  - meeting goals and expectations
  - July 2018 Financials
  - Strategic Plan 2020 update
  -
- Ms. Palmer presented the board with the USDA update re: nominations status
- Mr. Ortega presented the board with the Research & Industry Relations Report

Motion by Ms. Shiba to remove the dry matter value from the Mango Maturity Ripeness Guide; motion failed by 7 yays, 8 nays and 1 abstention.

- Board discussed packaging project. Mr. Garcia was added as a member to the packaging sub-committee
- Mr. Guevara and the marketing team/vendors presented the board with the Marketing & Communications Report
- Meeting recessed at 5:35 p.m.



- Meeting Reconvened September 13, 2018 at 11:08 a.m.
- Mr. Warren and Mr. Michel led a discussion regarding the mango flavor
- Mr. Michel presented the board with 2018 budget amendments

Motion by Mr. Ciruli to approve the marketing amendments totally \$19,000 to cover CIA & PMA Foodservice; motion approve unanimously.

Motion by Mr. Ciruli to approve the Executive Committees motions as presented; motion approved unanimously.

*Executive Committee motions:*

*Motion by Mr. Ciruli to approve the operating budget in the amount of \$2,223,748; motion passed unanimously.*

*Motion by Mr. Ciruli to increase both the Frozen Mango Reserve and Crisis Reserve Funds to one million dollars each, drawing from any unused organic reimbursement dollars; motion passed unanimously.*

Motion by Ms. Shiba to create two different Mango Maturity and Ripeness Guides (one for retailers and one for growers...with and without dry mater listed; motion approved with 10 yays and 6 days.

- Next meeting is scheduled for November 13, 2018
- Adjourned at 12:26 p.m.



**BOARD MEETING MINUTES**  
**Tuesday & Thursday, November 13 & 15, 2018**

The National Mango Board members met on Tuesday, November 13, 2018, in Orlando, FL. Chair, Michael Warren and the following members were present: Jojo Shiba, Marsela McGrane, Chris Ciruli, Patrick Duiere, Tomas Paulin, Eddy Martinez, Jacquie Swett, Veny Marti, Juaquin Balarezo, Norberto Galvan, Stuart Johnson, Carlos Palafox, Cesar Morocho, and Greg Golden, Ex – Officio. Others present were: Manuel Michel, Executive Director; Amy Mercado, Director of Operations (Secretary's Delegate); Valda Coryat, Director of Marketing; Tammy Wiard, Retail Program Manager; Angela Serna, Communications Manager, Leonardo Ortega, Director of Research; Carla Sosa, Industry Relations Manager; Damaris Gonzalez, Accountant; Marissa Khan, Marketing Manager; Anna Deschamps-Polonia, Operations Specialist; Jeanette Palmer, USDA/AMS; David Durkin, General Counsel; Michael Wehman, Janet Helm, Gillian Kushner, Cece Krumrine, Katie Manetti, Tim Beerup, Ronald Ward, Anne Plotto, Anna Marin, Dennis Khilstadius, Maria Hilda Perez, and Laura Jeffers. Those not present were Jiovanni Guerra, Susan Underwood, Jerry Garcia, Thomas Hall, and Daniel Ibarra. The minutes from September, 2018 were approved as presented.

- Mr. Warren called the meeting to order at 9:07 a.m.
- Mr. Michel presented the board with the following:
  - meeting goals and expectations
  - September 2018 Financials

Motion by Mr. Ciruli for staff to invest on a quarterly the \$1 million in reserve accounts into accounts with better yields; motion unanimously approved.

Motion by Mr. Ciruli to have staff research banking institutions for investment dollars; motion unanimously approved.

- Ms. Palmer presented the board with the USDA update re: nominations status and the processed mango order.
- Mr. Durkin presented the board with legal update.
- Mrs. Coryat and the marketing team/vendors presented the board with the Marketing & Communications updates.
- Mr. Ortega presented the board with the Research & Industry Relations updates.
- Meeting recessed at 6:30p.m.



Meeting Reconvened November 15, 2018 at 10:43 a.m.

- Mr. Michel led a discussion with the board regarding the 2019 budget.

Motion by Mr. Ciruli to approve the 2019 as presented, totaling \$9,026,475.

- Mr. Michel and Mr. Warren presented the board with the 2019 board meeting locations:
  - March – Guatemala during the week of March 18th
  - September – Hawaii during the week of September 9<sup>th</sup>
  - November - Orlando during the week November 11<sup>th</sup>
- Mr. Michel presented the termed members with recognition awards for their service to the NMB.

Motion by Mr. Ciruli to approve the marketing amendments totally \$19,000 to cover CIA & PMA Foodservice; motion approve unanimously.

Motion by Mr. Ciruli to approve the NSURE project presented by the Research Committee; motion unanimously approved.

Motion by Mr. Ciruli for a budget of \$25k for research extension meetings; motion unanimously approved.

Motion by Mr. Ciruli to approve the 2019 research program budget for \$1,632,950; motion unanimously approved.

Motion by Mr. Ciruli to approve marketing's requested change from ibotta to America's Test Kitchen; motion unanimously approved.

Motion by Mr. Ciruli to approve the 2019 marketing program budget for on \$4,391,945.

Motion by Mr. Ciruli to have a foodservice agency review in September 2019; motion unanimously approved.

- Next meeting is scheduled for March 18, 2019
- Adjourned at 1:00 p.m.



# **2019 BOARD MEETING MINUTES**



**BOARD MEETING MINUTES**  
**Monday - Wednesday, March 18 - 20 2019**

The National Mango Board members met on Monday - Wednesday, March 18-20, 2019, in Antigua, Guatemala.

**Monday, March 18, 2019**

***Board Members Present:***

Michael Warren, Chair	Jacquie Swett	Patrick F. Dueire
Carlos R. Palafox	Jiovani Guevara	Rodrigo Diaz
Cesar Morocho Marchan	JoJo Shiba	Stuart Johnson
Chris Ciruli	Marsela McGrane	Thomas Hall
Clark Golden	Nancy Evelyn Sapp	Joaquin Balarezo Valdez
Eddy Martinez	Norberto Galvan Gonzalez	(excused absence)
Jerry Garcia		

***Others present were:***

**Staff**

Manuel Michel  
Amy Mercado  
(Secretary's Delegate)  
Valda Coryat  
Tammy Wiard  
Angela Serna  
Leonardo Ortega  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia

**Vendors**

Michael Wehman  
Peter Duda  
Cece Krumrine  
Susan Hughes

**USDA/Legal**

Jeanette Palmer  
David Durkin

The minutes from November, 2018 where approved as presented.

- Mr. Warren called the meeting to order at 2:00p.m.
- Mr. Michel presented the members with meeting schedule and expectations
- Ms. Palmer performed the board appointees Oath of Office
- Mr. Durkin, Ms. Palmer and Ms. Mercado conducted the 2019 Officer Elections
  - Michael Warren, Chair (by acclamation)
  - Jiovanni Guevara, Vice Chair (by majority vote)
  - Marsela McGrane, Secretary (by acclamation)
  - Chris Ciruli, Treasurer (by acclamation)





- Mr. Durkin presented the board with an update re: trademark issues he is monitoring
- Ms. Wiard presented the board with retail data information
- Mr. Michel presented the board with the 2018 Strategic Plan update
- Mr. Michel and Ms. Palmer presented the board with the Frozen Mango Order Amendment update
- Meeting recessed at 5:50p.m.

#### **Tuesday, March 19, 2019**

- Meeting reconvened 9:08 a.m.
- Mr. Ortega presented the board with Research and Industry Relations update
- Mr. Michel, Ms. Coryat, and entire marketing team presented the board with Marketing update
- Meeting recessed at 6:26p.m.

#### **Wednesday, March 20, 2019**

- Meeting reconvened at 9:07 a.m.
- A representative from Weber Shandwick performed the NMB Crisis Training
- Mr. Mitton helped guide the board through the research program brainstorm
- Ms. Coryat helped guide the board through the marketing program brainstorm
- Mr. Michel reminded the board of two banking motions taken during the September and November 2018 board meetings and updated the board with the progress of the banking transition

Motion by Mr. Golden to move \$500k into reserve funds; motion unanimously approved.

- Mr. Michel reported the results of motion re: Fresh-Cut Technology which passed via email vote of 16 yays, 1 nay, and 1 abstention; motion is in effect.

Motion by Mr. Ciruli to table the food service agency review (as recommended by Executive Committee) until after the Frozen Mango Order Amendment is completed; motion unanimously approved.



- Mr. Michel began a discussion re: 2020 referendum outreach and any additional outreach needs during 2019
- Mr. Warren announced the 2019 committee assignments
- Meeting adjourned at 6:00p.m.



## **BOARD MEETING MINUTES**

### **Wednesday, July 17, 2019**

The National Mango Board members met on Wednesday, July 17, 2019, via teleconference. Chair, Michael Warren and the following members were present: Jiovani Guevara, Marsela McGrane, Chris Ciruli, Patrick Duiere, Joaquin Balarezo, Stuart Johnson, Tom Hall, Cesar Morocho, Jerry Garcia, and Rodrigo Diaz. Others present were: Manuel Michel, Executive Director; Amy Mercado, Director of Operations (Secretary's Delegate); Valda Coryat, Director of Marketing; Tammy Wiard, Retail Program Manager; Angela Serna, Communications Manager, Damaris Gonzalez, Accountant; Marissa Khan, Marketing Manager; Anna Deschamps-Polonia, Operations Specialist; Wanda Ramos, Research Assistant, Vladimir Mitton, Research Manager; Sonia Jimenez, USDA/AMS; Jeanette Palmer, USDA/AMS; Patricia Patrella, USDA/AMS; Hakim Fobia, USDA/AMS; and David Durkin, General Counsel. Those members not present were Jojo Shiba, Eddy Martinez, Carlos Palafox, Eve Sapp, Clark Golden, Jacquie Swett, and Norberto Galvan.

- Mr. Warren called the meeting to order at 1:03 p.m.
- Discussion was held by the participants regarding the recent matters of interest to the Board, including ongoing market reports and the recent referendum held among persons operating pursuant to the existing Mango Promotion, Research, and Information Order and persons who would be subject to the final rule published under the Order. There was no reportable action.
- Mr. Warren called executive session at 1:30 p.m. and requested that board members and board staff remain. Executive session ended at: 2:30 p.m., and Mr. Warren reconvened the regular board meeting at 2:30 p.m.
- Meeting adjourned at 2:35 p.m. with no reportable action.



## **BOARD MEETING MINUTES**

### **Thursday, July 18, 2019**

The National Mango Board members met on Thursday, July 18, 2019, via teleconference. Chair, Michael Warren and the following members were present: Jiovani Guevara, Jojo Shiba, Marsela McGrane, Chris Ciruli, Patrick Duiere, Eddy Martinez, Joaquin Balarezo, Stuart Johnson, Tom Hall, Carlos Palafox, Cesar Morocho, Jerry Garcia, Eve Sapp, Rodrigo Diaz and Clark Golden. Others present were: Manuel Michel, Executive Director; Amy Mercado, Director of Operations (Secretary's Delegate); Valda Coryat, Director of Marketing; Tammy Wiard, Retail Program Manager; Angela Serna, Communications Manager, Damaris Gonzalez, Accountant; Marissa Khan, Marketing Manager; Anna Deschamps-Polonia, Operations Specialist; Wanda Ramos, Research Assistant, Vladimir Mitton, Research Manager; Jeanette Palmer, USDA/AMS; Patricia Patrella, USDA/AMS; Hakim Fobia, USDA/AMS; and David Durkin, General Counsel. Those members not present were Jacquie Swett, and Norberto Galvan.

- Mr. Warren called the meeting to order at 1:04 p.m.
- Mr. Warren called an executive session and requested for board members and board staff to remain. Executive session ended at 2:20 p.m., and Mr. Warren reconvened the regular board meeting at 2:20 p.m.

Motion by Mr. Ciruli that the board discussion on July 17, 2019 be deemed to have been conducted in executive session; motion unanimously approved.

Motion by Mr. Ciruli that the NMB recommend to the USDA to suspend and withdraw the final rule on the frozen mango amendment; motion approved by a vote of 9 in favor, and 7 against.

- Meeting adjourned at 2:50 p.m.



## **BOARD MEETING MINUTES**

**Tuesday, August 13, 2019**

The National Mango Board members met on Thursday, July 18, 2019, via teleconference. Chair, Michael Warren and the following members were present: Jiovani Guevara, Jojo Shiba, Chris Ciruli, Patrick Duiere, Eddy Martinez, Joaquin Balarezo, Stuart Johnson, Tom Hall, Carlos Palafox, Cesar Morocho, Jerry Garcia, Rodrigo Diaz Jacquie Swett, Eve Sapp, Norberto Galvan, Clark Golden, and Marsella McGrane. Others present were: Manuel Michel, Executive Director; Amy Mercado, Director of Operations (Secretary's Delegate); Valda Coryat, Director of Marketing; Tammy Wiard, Retail Program Manager; Angela Serna, Communications Manager, Damaris Gonzalez, Accountant; Marissa Khan, Marketing Manager; Anna Deschamps-Polonia, Operations Specialist; Wanda Ramos, Research Assistant, Vladimir Mitton, Research Manager; Jeanette Palmer, USDA/AMS; Marlene Betts, USDA/AMS; and David Durkin, General Counsel. The minutes of the July 17 & 18, 2019 meeting were approved with the addition of the Chairs email re: frozen industry addition.

- Mr. Warren called the meeting to order at 3:07 p.m.
- Mr. Michel presented the board with the frozen Mango Amendment Update

Motion by Ciruli to approve \$100k to integrate frozen industry members into the NMB meeting in September in Las Vegas; motion approved unanimously.

- Next meeting is scheduled for Tuesday, September 10, 2019
- Meeting adjourned at 4:53 p.m.



**BOARD MEETING MINUTES**  
**Tuesday-Thursday, September 10-12, 2019**

The National Mango Board members met on Tuesday, September 10, 2019 through Thursday, September 12, 2019, in Las Vegas, Nevada.

**Tuesday, September 10, 2019**

***Board Members Present:***

Jiovani Guevara, Vice Chair	Jacquie Swett	Thomas Hall
Carlos R. Palafox	JoJo Shiba	Joaquin Balarezo Valdez
Cesar Morocho Marchan	Nancy Evelyn Sapp	Michael Warren, Chair*
Clark Golden	Norberto Galvan Gonzalez	Chris Ciruli*
Jerry Garcia	Stuart Johnson	Marsela McGrane*
Rodrigo Diaz		Patrick F. Dueire*
		Eddy Martinez*

*\* attended frozen mango meeting during morning session of board meeting*

***Others present were:***

**Staff**

Manuel Michel  
Amy Mercado (Secretary's Delegate)  
Valda Coryat  
Tammy Wiard  
Angela Serna  
Leonardo Ortega  
Vladimir Mitton  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia

**Vendors**

Susan Hughes  
Janet Helm  
Gillian Kushner  
Tim Beerup  
Meg Buchsbaum  
Michele Hoard  
Allison Beadle  
Koushik Saha  
Autumn Lopez

**USDA**

Jeanette Palmer  
Marlene Betts

The minutes from March 2019 were approved as presented.

- Mr. Guevara called the meeting to order at 9:06 a.m.
- Ms. Mercado presented the members with meeting schedule and expectations
- Ms. Mercado presented the members with the Executive Director Report which included:
  - July 2019 Financials
  - 2020 Strategic Plan, Update as of September of 2019
- The marketing team presented the members with the Marketing & Communications update



- The research team presented the members with the Research and Industry Relations program update
- Mr. Michel presented the members with a debrief session from session I of the Frozen Mango Meeting
- Ms. Palmer & Ms. Betts presented the members with the USDA update
- Mr. Durkin presented the members with a legal update
- Joint meeting with Frozen Mango Industry members

Meeting recessed at 6:00 p.m.

### **Wednesday, September 11, 2019**

- Meeting reconvened 8:08 a.m.
- Mr. Warren opened the meeting with a discussion regarding the frozen mango industry

Motion by Mr. Ciruli to submit a recommendation to USDA that the votes in the 2020 continuance referendum from fresh and frozen importers be counted separately; unanimously approved.

Motion by Mr. Ciruli to recommend to USDA that USCBP suspend frozen collections from October 1-December 31, 2019; unanimously approved.

- Mr. Ortega presented the members with the new mango packaging discussion

Motion by Mr. Dueire to present packaging study as is; unanimously approved.

- Mr. Michel shared with the members the paper and packaging video which included the NMB box project
- Meeting recessed at 10:23 a.m.

### **Thursday, September 12, 2019**

- Meeting reconvened at 12:06 p.m.
- Mr. Ortega and Mr. Mitton presented the members with the Research & Industry Relations Committee Report





- Ms. Coryat, Ms. Wiard, Ms. Serna and Ms. Khan presented the members with the Marketing & Communications Committee Report

Motion by Mr. Ciruli to approve the additional \$125,700 as a 2019 Budget amendment; unanimously approved.

Motion by Mr. Ciruli to invest \$5M dollars cash in interest bearing accounts with terms of 12 months or less; unanimously approved.

Motion by Mr. Ciruli to approve the motion submitted at the 8/28/19 executive committee approving the \$1,401,172 in staff salaries; unanimously approved.

- Meeting adjourned at 1:00p.m.



**BOARD MEETING MINUTES**  
**Tuesday-Thursday, November 12-14, 2019**

The National Mango Board members met on Tuesday, November 12, 2019 through Thursday, November 14, 2019, in Orlando, Florida.

**Tuesday, November 12, 2019**

***Board Members Present:***

Michael Warren, Chair	Jerry Garcia (excused)	Nancy Evelyn Sapp
Carlos R. Palafox	Jacquie Swett	Norberto Galvan
Cesar Morocho	Jiovani Guevara	Patrick F. Dueire (arrived 11/13/19)
Chris Ciruli	Joaquin Balarezo	Rodrigo Diaz
Clark Golden	JoJo Shiba	Stuart Johnson
Eddy Martinez	Marsela McGrane	Thomas Hall

***Others present were:***

**Staff**

Manuel Michel  
Amy Mercado (Secretary's  
Delegate)  
Valda Coryat (departed 11/12/19)  
Tammy Wiard  
Angela Serna  
Leonardo Ortega  
Vladimir Mitton  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia

**Vendors**

Susan Hughes  
Gillian Kushner  
Tim Beerup (arrived 11/13/19)  
Meg Buchsbaum  
Michele Hoard  
Dennis Kihlstedt  
Ron Ward  
Cara Ammon

**USDA/LEGAL**

Marlene Betts, USDA  
David Durkin, Legal

The minutes from September 2019 were approved as presented.

- Mr. Michel presented the board with the Executive Director Report which included:
  - Goals and Objectives
  - September 2019 Financials
  - 2020 Strategic Plan Progress Report as of November 2019
- Ms. Betts presented the board with the USDA update
- Mr. Durkin presented the board with legal update
- The Research team presented the board with the Research and Industry Relations update



- The Marketing team presented the board with the Marketing and Communications update
- Meeting recessed at 6:00 p.m.

### **Wednesday, November 13, 2019**

- Meeting reconvened at 5:30 p.m.
- Dr Ward presented the Mango Demand Awareness Model and the NMB's Return on Investment (ROI).
- Meeting recessed at 6:10 p.m.

### **Thursday, November 14, 2019**

- Meeting reconvened at 11:37 a.m.
- Board discussion of 2020 board meeting locations
  - Week of March 16, 2020 – Tubac or Tucson, Arizona
  - Week of September 14, 2020 – Los Angeles, California
  - Week of November 9, 2020 – Orlando, Florida
- Mr. Michel presented the 2019 board end of term recognitions

Motion by Mr. Ciruli to approve the 2020 NMB budget for \$10,007,061; unanimously approved.

- Meeting adjourned at 12:45 p.m.



# **2020 BOARD MEETING MINUTES**



**BOARD MEETING MINUTES**  
**Monday - Wednesday, March 16 - 20 2020**

The National Mango Board members met on Monday - Thursday, March 16-20, 2020, via Zoom/ZipDx.

**Monday, March 16, 2020**

***Board Members Present:***

Michael Warren	Jerry Garcia	Patrick F. Dueire
Carlos R. Palafox	Jean-Christophe Hesteau	Richard Campbell
Cesar Morocho Marchan	Joaquin Balarezo (absent)	Rodrigo Diaz
Clark Golden	Jorge Sosa	Stuart Johnson
Eddy Martinez	JoJo Shiba	Thomas Hall
Jacquie Swett	Marsela McGrane	Xiomara Elias
James Watson	Norberto Galvan	

***Others present were:***

**Staff**

Manuel Michel  
Amy Mercado  
(Secretary's Delegate)  
Tricia Bramley  
Tammy Wiard  
Angela Serna  
Leonardo Ortega  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia

**Vendors**

Alev Decosta  
Erin Minoff  
Susan Hughes  
Janet Helm  
David Rockland

**USDA/Legal**

Marlene Betts  
Mason Weeda

The minutes from November, 2019 were approved as presented.

- Mr. Warren called the meeting to order at 2:00p.m. (Pacific Time)
- Mr. Michel presented the members with meeting schedule and expectations
- Ms. Betts read all the names and the new term board appointees and congratulated them.
- Mr. Weed, Ms. Betts and Ms. Mercado conducted the 2020 Officer Elections
  - JoJo Shiba, Chair (by acclamation)
  - Clark Golden, Vice Chair (by acclamation)
  - Rodrigo Diaz, Secretary (by majority vote)
  - Marsela McGrane, Treasurer (by majority vote)



- Mr. Weeda presented the board with a brief legal update re: trademark issues he is monitoring
- Mr. Michel presented the board with the NMB Strategic Plan Update
- Mr. Michel presented the board with information re: COVID 19
- Meeting recessed at 4:26 p.m. (Pacific Time)

### **Tuesday, March 17, 2020**

Michael Warren  
Carlos R. Palafox  
Cesar Morocho Marchan  
Clark Golden  
Eddy Martinez  
Jacquie Swett  
James Watson

Jerry Garcia (absent)  
Jean-Christophe Hestean  
Joaquin Balarezo (absent)  
Jorge Sosa (absent)  
JoJo Shiba  
Marsela McGrane  
Norberto Galvan

Patrick F. Dueire  
Richard Campbell  
Rodrigo Diaz  
Stuart Johnson  
Thomas Hall  
Xiomara Elias

- Meeting reconvened 9:00 a.m.(Pacific Time)
- Mr. Michel, Ms. Bramley, and entire marketing team conducted the Marketing & Communications Brainstorming session
- Meeting recessed at 11:31 a.m. (Pacific Time)

### **Tuesday, March 17, 2020**

- Meeting reconvened at 2:00 p.m.(Pacific Time)
- Mr. Ortega and research team conducted the Research & Industry Relations Brainstorming session.

Motion by Mr. Martinez to change the focus of the research thinning project to evaluate different methods of fruit sizing; motion unanimously approved.

- Meeting recessed at 4:15 p.m. (Pacific Time)



### **Wednesday, March 18, 2020**

Michael Warren  
Carlos R. Palafox  
Cesar Morocho Marchan  
Clark Golden  
Eddy Martinez  
Jacquie Swett  
James Watson

Jerry Garcia  
Jean-Christophe Hestean  
Joaquin Balarezo (absent)  
Jorge Sosa  
JoJo Shiba  
Marsela McGrane  
Norberto Galvan

Patrick F. Dueire  
Richard Campbell  
Rodrigo Diaz  
Stuart Johnson  
Thomas Hall  
Xiomara Elias

- Meeting reconvened at 9:00 a.m.(Pacific Time)
- Mr. Michel and Mr. Rockland hosted the 2023 Strategic Planning Session.
- Meeting recessed at 11:00 a.m. (Pacific Time)

### **Thursday, March 19, 2020**

Michael Warren  
Carlos R. Palafox  
Cesar Morocho Marchan (absent)  
Clark Golden  
Eddy Martinez  
Jacquie Swett  
James Watson

Jerry Garcia  
Jean-Christophe Hestean  
Joaquin Balarezo (absent)  
Jorge Sosa  
JoJo Shiba  
Marsela McGrane  
Norberto Galvan

Patrick F. Dueire  
Richard Campbell  
Rodrigo Diaz  
Stuart Johnson  
Thomas Hall  
Xiomara Elias

- Meeting reconvened at 9:00 a.m.(Pacific Time)
- Crisis Communications Training of full board
- Meeting recessed at 11:00 a.m. (Pacific Time)

### **Thursday, March 19, 2020**

Michael Warren  
Carlos R. Palafox  
Cesar Morocho Marchan (absent)  
Clark Golden  
Eddy Martinez (excused)  
Jacquie Swett  
James Watson

Jerry Garcia  
Jean-Christophe Hestean  
Joaquin Balarezo (absent)  
Jorge Sosa  
JoJo Shiba  
Marsela McGrane  
Norberto Galvan

Patrick F. Dueire  
Richard Campbell  
Rodrigo Diaz  
Stuart Johnson  
Thomas Hall  
Xiomara Elias

- Meeting reconvened at 2:00 p.m.(Pacific Time)





- Mr. Michel informed the board that the 2019 Audit was still ongoing
- Mr. Michel informed the board of the transfer of funds to reserve account
- Mr. Miller (Banker from Pinnacle Bank) informed the board on the status of the reinvestment of funds due to COVID-19 economic issues
- Mr. Michel presented the board with the Executive Committee 2020 budget amendment recommendation.

Motion by Mr. Warren to accept the Executive Committee budget amendment recommendation for \$59,978.66; motion unanimously approved.

Motion by Ms. McGrane to reinvest \$2,000,000 in short term 6 month CD's; motion unanimously approved.

Motion by Mr. Warren to add \$15,000 New Mango Cultivar Post Harvest Evaluation Continuation Project; motion unanimously approved.

Motion by Mr. Watson to move forward with the Digital Asset Management System (DAM) project with a budget of \$25,000; motion unanimously approved.

Motion by Mr. Dueire to empower the Executive Committee to negotiate the Executive Directors 2020-2024 contract; motion unanimously approved.



**BOARD MEETING MINUTES**  
**Wednesday, July 1, 2020**

The National Mango Board members met on Wednesday, July 1, 2020, via Zoom/ZipDx.

**Wednesday, July 1, 2020**

***Board Members Present:***

Michael Warren  
Carlos R. Palafox  
Cesar Morocho Marchan  
Clark Golden  
Eddy Martinez  
Jacquie Swett  
James Watson

Jerry Garcia  
Jean-Christophe Hestean (excused)  
Joaquin Balarezo (absent)  
Jorge Sosa  
JoJo Shiba  
Marsela McGrane  
Norberto Galvan

Patrick F. Dueire  
Richard Campbell  
Rodrigo Diaz  
Stuart Johnson  
Thomas Hall  
Xiomara Elias

***Others present were:***

**Staff**

Manuel Michel  
(Secretary's Delegate)  
Anna Deschamps-Polonia  
Tricia Bramley  
Tammy Wiard  
Angela Serna  
Marissa Khan  
Suwann Frison  
Leonardo Ortega  
Vlad Mitton  
Wanda Ramos

**USDA/Legal**

Marlene Betts  
David Durkin

The minutes from March, 2020 were approved as presented.

- Ms. Shiba called the meeting to order at 2:31 p.m. Eastern Time.
- Mr. Michel presented the members with information on the Avocado Volume and Inventory System (AVIS) and answered questions from the board members. Ms. Shiba determined there was enough support from the members to continue investigating the potential to create a similar volume and inventory system program for the mango industry. Therefore, she will create a taskforce to make a recommendation to the Board by the September full board meeting.

Motion by Mr. Warren to approve the amendments made to the NMB Operating Policies and Procedures; the motion passed unanimously.

- Meeting adjourned at 4:32 p.m.



**BOARD MEETING MINUTES**  
**Thursday, September 17, 2020**

The National Mango Board members met on Thursday, September 17, 2020, via Zoom/ZipDx.

**Thursday, September 17, 2020**

***Board Members Present:***

Michael Warren	Jerry Garcia	Patrick F. Dueire
Carlos R. Palafox	Jean-Christophe Hestean	Richard Campbell
Cesar Morocho Marchan	(excused for part of the meeting)	Rodrigo Diaz
Clark Golden	Joaquin Balarezo (excused for	Stuart Johnson
Eddy Martinez	part of the meeting)	Thomas Hall
James Watson (excused for part	Jorge Sosa	Xiomara Elias
of the board mtg)	JoJo Shiba	
	Marsela McGrane	
	Norberto Galvan	

***Others present were:***

**Staff**

Manuel Michel  
Amy Mercado (Secretary's Delegate)  
Anna Deschamps-Polonia  
Tricia Bramley  
Tammy Wiard  
Marissa Khan  
Suwann Frison  
Jessica Bohlman  
Leonardo Ortega  
Vlad Mitton  
Wanda Ramos

**USDA/Legal**

Marlene Betts  
David Durkin

**Not Present:**

**Members**

Jacquie Swett (excused)

The minutes from July 2020 were approved as presented.

- Ms. Shiba called the meeting to order at 3:00 p.m. Eastern Time.
- Ms. Shiba and Mr. Michel presented the board with the Executive Committee report.
- Mr. Martinez presented the board with the Research & Industry Relations Committee report.
- Mr. Hall and Ms. Bramley presented the board with the Marketing & Communications Committee report.
- Mr. Michel presented the board with unfinished discussion re: frozen industry assessment refunds; and discussion re: decreasing the frozen industry assessment rate.



Motion by Mr. Warren to decrease the frozen mango assessment rate from one cent to three quarters of one cent; motion failed (3 yays / 13 nays / 4 members not present).

**Roll call vote:**

Michael Warren - Nay	Jean-Christophe Hestean - Nay	Patrick F. Dueire - Nay
Carlos R. Palafox - Yay	Jerry Garcia - Nay	Richard Campbell - Yay
Cesar Morocho Marchan - Yay	Joaquin Balarezo - Nay	Rodrigo Diaz - Nay
Clark Golden - Nay	Jorge Sosa – was not present	Stuart Johnson - Nay
Eddy Martinez – Nay	JoJo Shiba - Nay	Thomas Hall - Nay
Jacquie Swett – was not present	Marsela McGrane - Nay	Xiomara Elias - Nay
James Watson – was not present	Norberto Galvan - was not present	

Motion by Ms. Elias to decrease the frozen mango assessment rate from one cent to half of one cent; motion unanimously approved by voting members present (16 yays / 0 nays / 4 members not present).

**Roll call vote:**

Michael Warren - Yay	Jean-Christophe Hestean - Yay	Patrick F. Dueire - Yay
Carlos R. Palafox - Yay	Jerry Garcia – Yay	Richard Campbell - Yay
Cesar Morocho Marchan - Yay	Joaquin Balarezo - Yay	Rodrigo Diaz - Yay
Clark Golden - Yay	Jorge Sosa – was not present	Stuart Johnson - Yay
Eddy Martinez – Yay	JoJo Shiba - Yay	Thomas Hall - Yay
Jacquie Swett – was not present	Marsela McGrane - Yay	Xiomara Elias - Yay
James Watson – was not present	Norberto Galvan - was not present	

- Meeting adjourned at 5:17 p.m.



**BOARD MEETING MINUTES**  
**Thursday, November 12, 2020**

The National Mango Board members met Thursday, November 12, 2020, via Zoom/ZipDx.

**Thursday, November 12, 2020**

***Board Members Present:***

JoJo Shiba, Board Chair	Jerry Garcia (late arrival)	Patrick F. Dueire
Carlos R. Palafox (late arrival)	Jean-Christophe Hestean (late arrival)	Richard Campbell
Cesar Morocho Marchan (late arrival)	Joaquin Balarezo	Rodrigo Diaz
Clark Golden	Jorge Sosa	Stuart Johnson
Eddy Martinez	Marsela McGrane	Thomas Hall
Jacque Swett (excused)	Norberto Galvan (excused)	Xiomara Elias
James Watson		Michael Warren

***Others present were:***

**Staff**

Manuel Michel  
Amy Mercado (Secretary's Delegate)  
Anna Deschamps-Polonia  
Tricia Bramley  
Tammy Wiard  
Marissa Khan  
Suwann Frison  
Jessica Bohlman  
Leonardo Ortega  
Vlad Mitton  
Wanda Ramos

**USDA/Legal**

Marlene Betts  
David Durkin

The minutes from September 2020 were approved as presented.

- Ms. Shiba called the meeting to order at 3:02 p.m. Eastern Time.
- Dr. Ward presented the board with the Mango Demand Model report.
- Ms. Betts presented the board with the USDA update which included info re: the 2020 referendum.
- Mr. Durkin reported that there were no issues that required the Board's attention.
- Mr. Martinez and Mr. Ortega presented the board with the Research & Industry Relations Committee report, including the committee's unanimously approved motion to pass the 2021 budget of \$2,191,682.



- Mr. Hall and Ms. Bramley presented the board with the Marketing & Communications Committee report, including the committee's unanimously approved motion to pass the 2021 budget of \$5,141,992.
- Ms. Shiba and Mr. Michel presented the board with the Executive Committee report, which included info regarding the Executive Committee's motion from September 17, 2020 to approve \$1,560,351 for NMB 2021 staff salaries and benefits.
- Mr. Michel presented the board with info regarding the frozen mango industry. A seven-member sub-committee was created to continue the discussion of frozen mango industry projects.

Motion by Mr. Warren to give the Executive Committee authority to decide for the Board what will occur with frozen mango funds after the frozen mango sub-committee makes its recommendation; motion unanimously approved.

Motion by Ms. McGrane to approve the overall NMB budget of \$10,914,145; motion unanimously approved.

- Ms. Shiba and Mr. Michel presented the board with information regarding the 2021 meeting dates and locations. Tentatively, the board meetings are scheduled as follows:
  - Week of March 8 – Monterey, California
  - Week of September 13 – Washington, D.C.
  - Week of November 15 – Orlando, Florida
- Mr. Michel presented the End of Term recognition awards to board members who complete their term in December 2020.
- Meeting adjourned at 5:14p.m.



# **2021 BOARD MEETING MINUTES**



**BOARD MEETING MINUTES**  
**Tuesday - Thursday, March 9-11, 2021**

The National Mango Board members met on Tuesday - Thursday, March 9-11, 2021, via ZOOM videoconference.

**Tuesday, March 9, 2021**

***Board Members Present:***

Clark Golden, Interim Chair  
Rodrigo Diaz  
Marsela McGrane  
Thomas Hall  
Eddy Martinez  
Jacquie Swett

Chris Ciruli  
Joaquin Balarezo  
James Watson  
Michael Warren  
Norberto Galvan  
Cesar Morocho

Carlos R. Palafox  
Richard Campbell  
Rod Chamberlain  
Daniel Lyons  
Alyssa Salome Hind

***Others present were:***

***Staff***

Manuel Michel  
Ramon Ojeda  
(Secretary's Delegate)  
Tricia Bramley  
Leonardo Ortega  
Tammy Wiard  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia  
Jessica Bohlman  
Wanda Ramos  
Suwann Frison  
Rolff Vladimir Mitton

***Ex-Officio***

Jojo Shiba

***USDA/Legal***

Marlene Betts  
George Webster  
David Durkin

***Interpreters***

Alfonso Villasenor  
Nancy Hand

***Vendors/Partners***

Tara Miller  
Amanda Lopez

The minutes from the November 2020 Board meeting were approved as presented.

- Mr. Golden called the meeting to order at 11:02a.m. (EST).
- Mr. Michel presented the members with meeting schedule and expectations.
- Mr. Michel introduced new Board appointees.
- Ms. Betts performed the board appointees Oath of Office.



- Mr. Michel, Mr. Durkin, Ms. Betts and Mr. Ojeda conducted the 2021 Officer Elections:

Motion by Mr. Ciruli to dispense with balloting and cast a unanimous ballot for Clark Golden for Chair, motion unanimously approved.

Motion by Mr. Warren to dispense with balloting and casting a unanimous ballot for Chris Ciruli for Vice Chair, motion unanimously approved.

Motion by Ms. Swett to dispense with balloting and cast a unanimous ballot for Michael Warren for Secretary, motion unanimously approved.

Motion by Mr. Hall to dispense with balloting and cast a unanimous ballot for Marsela McGrane for Treasurer, motion unanimously approved.

- Clark Golden, Chair (by acclamation)
- Chris Ciruli, Vice Chair (by acclamation)
- Michael Warren, Secretary (by acclamation)
- Marsela McGrane, Treasurer (by acclamation)
- Mr. Michel presented the Board with an update on the progress made towards the 2020 NMB Strategic Plan.
- Ms. Miller and Ms. Lopez presented the NMB 2020 audit report.

Motion by Mr. Warren to accept the Financial Audit Report of the 2020 NMB Program as presented by the auditors; motion unanimously approved.

Motion by Mr. Ciruli to move \$800,000 from NMB Net Assets to the Crisis Reserve and Contingency Reserve; motion unanimously approved.

- Ms. Betts presented the Board with the USDA update. Re: Frozen Mango assessment and new USDA administration.
- Legal counsel Mr. Durkin reported no pending or significant issues at this time.
- Meeting recessed at 1:00p.m. (EST).

**Tuesday, March 9, 2021**

***Board Members Present:***

Clark Golden, Board Chair  
Rodrigo Diaz  
Marsela McGrane  
Thomas Hall  
Eddy Martinez  
Jacquie Swett

Chris Ciruli  
Joaquin Balarezo  
James Watson  
Michael Warren  
Norberto Galvan  
Cesar Morocho

Carlos R. Palafox  
Richard Campbell  
Rod Chamberlain  
Daniel Lyons  
Alyssa Salome Hind

***Others present were:***

***Staff***

Manuel Michel  
Ramon Ojeda  
(Secretary's Delegate)  
Tricia Bramley  
Leonardo Ortega  
Tammy Wiard  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia  
Jessica Bohlman  
Wanda Ramos  
Suwann Frison  
Rolf Vladimir Mitton

***Ex-Officio***

Jojo Shiba

***Vendors/Partners***

Alev Decosta  
Adrian Tennant  
Justin Ramb  
Erin Minoff  
Susan Hughes  
Janet Helm  
Michele Hoard  
Tim Beerup  
Meg Buchsbaum  
Dennis Kihlstadius

***USDA/Legal***

Marlene Betts  
George Webster  
David Durkin

***Interpreters***

Alfonso Villasenor  
Nancy Hand

***FMOs***

Johnny Hara  
Nolberto Mejia  
Rosio Martinez  
Juan Carlos Rivera  
Edwin Zaparelli

- Meeting reconvened 2:03p.m. (EST).
- Mr. Ortega and Research and Industry Relations team conducted the Research and industry Relations update report.
- Ms. Bramley and Marketing team conducted the Marketing & Communications update report.

Motion by Mr. Campbell to increase the NMB Contingency Reserve from \$750,000 to \$1,000,000, and the NMB Crisis Reserve from \$450,000 to \$1,000,000; motion unanimously approved.

- Meeting recessed at 5:04p.m. (EST).

**Wednesday, March 10, 2021**

***Board Members Present:***

Clark Golden, Board Chair  
Rodrigo Diaz  
Marsela McGrane  
Thomas Hall  
Eddy Martinez  
Jacquie Swett

Chris Ciruli  
Joaquin Balarezo  
James Watson  
Michael Warren  
Norberto Galvan  
Cesar Morocho

Carlos R. Palafox  
Richard Campbell  
Rod Chamberlain  
Daniel Lyons  
Alyssa Salome Hind

***Others present were:***

***Staff***

Manuel Michel  
Ramon Ojeda  
(Secretary's Delegate)  
Tricia Bramley  
Leonardo Ortega  
Tammy Wiard  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia  
Jessica Bohlman  
Wanda Ramos  
Suwann Frison  
Rolff Vladimir Mitton

***Ex-Officio***

Jojo Shiba

***Vendors/Partners***

Alev Decosta  
Adrian Tennant  
Justin Ramb  
Erin Minoff  
Susan Hughes  
Janet Helm  
Michele Hoard  
Tim Beerup  
Meg Buchsbaum  
Dennis Kihlstadius  
Janet Helm  
Sarah Huskins

***USDA/Legal***

Marlene Betts  
George Webster  
David Durkin

***Interpreters***

Alfonso Villasenor  
Nancy Hand

***FMOs***

Johnny Hara  
Nolberto Mejia  
Rosio Martinez  
Juan Carlos Rivera  
Gisela Taveras  
Rafael Leger  
Edwin Zapparoli  
Tassio Lustoza  
Myrna Castro

- Meeting reconvened 11:01a.m. (EST).
- Ms. Bramley conducted the Marketing Brainstorming session.
- Meeting recessed at 1:00p.m. (EST).

**Wednesday, March 10, 2021**

***Board Members Present:***

Clark Golden, Board Chair  
Rodrigo Diaz  
Marsela McGrane  
Thomas Hall  
Eddy Martinez  
Jacquie Swett

Chris Ciruli  
Joaquin Balarezo  
James Watson  
Michael Warren  
Norberto Galvan  
Cesar Morocho

Richard Campbell  
Rod Chamberlain  
Daniel Lyons  
Alyssa Salome Hind

Carlos R. Palafox had an excused absence.

***Others present were:***

***Staff***

Manuel Michel  
Ramon Ojeda  
(Secretary's Delegate)  
Tricia Bramley  
Leonardo Ortega  
Tammy Wiard  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia  
Jessica Bohlman  
Wanda Ramos  
Suwann Frison  
Rolf Vladimir Mitton

***Ex-Officio***

Jojo Shiba

***Vendors/Partners***

Alev Decosta  
Adrian Tennant  
Justin Ramb  
Janet Helm  
Michele Hoard  
Tim Beerup  
Meg Buchsbaum  
Dennis Kihlstadius  
Janet Helm  
Sarah Huskins  
Meghan Dillon

***USDA/Legal***

Marlene Betts  
George Webster  
David Durkin

***Interpreters***

Alfonso Villasenor  
Nancy Hand

***FMOs***

Johnny Hara  
Nolberto Mejia  
Rosio Martinez  
Juan Carlos Rivera  
Myrna Castro

- Meeting reconvened at 2:00p.m. (EST).
- Mr. Ortega presented the Research Brainstorming session.

Motion by Mr. Diaz to form a taskforce with the purpose of gathering information for the NMB regarding Fresh-Cut, motion unanimously approved.

- Mr. Michel presented the Frozen Mango update and budget amendment.

Motion by Mr. Warren to amend the 2021 NMB budget in the amount of \$731,000 to fund the frozen mango projects as presented, motion unanimously approved.

- Meeting recessed at 4:53p.m. (EST).

**Thursday, March 11, 2021**

***Board Members Present:***

Clark Golden, Board Chair  
Rodrigo Diaz  
Marsela McGrane  
Thomas Hall  
Eddy Martinez  
Jacquie Swett

Chris Ciruli  
Joaquin Balarezo  
James Watson  
Michael Warren  
Norberto Galvan  
Cesar Morocho

Carlos R. Palafox  
Richard Campbell  
Rod Chamberlain  
Daniel Lyons  
Alyssa Salome Hind

***Others present were:***

***Staff***

Manuel Michel  
Ramon Ojeda  
(Secretary's Delegate)  
Tricia Bramley  
Leonardo Ortega  
Tammy Wiard  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia  
Jessica Bohlman  
Wanda Ramos  
Suwann Frison  
Rolff Vladimir Mitton

***Ex-Officio***

Jojo Shiba

***Vendors/Partners***

Peter Duda  
Delainey When  
Erin Minoff

***USDA/Legal***

Marlene Betts  
George Webster  
David Durkin

***Interpreters***

Alfonso Villasenor  
Nancy Hand

- Meeting reconvened at 11:00a.m. (EST).
- Mr. Duda conducted the Crisis & Communications Training to the NMB Board .
- Meeting recessed at 1:03p.m. (EST).

**Thursday, March 11, 2021**

***Board Members Present:***

Clark Golden, Board Chair  
Rodrigo Diaz  
Marsela McGrane  
Thomas Hall  
Eddy Martinez  
Jacquie Swett

Chris Ciruli  
Joaquin Balarezo  
James Watson  
Michael Warren  
Norberto Galvan  
Cesar Morocho

Carlos R. Palafox  
Richard Campbell  
Rod Chamberlain  
Daniel Lyons  
Alyssa Salome Hind

***Others present were:***

***Staff***

Manuel Michel  
Ramon Ojeda  
(Secretary's Delegate)  
Tricia Bramley  
Leonardo Ortega  
Tammy Wiard  
Damaris Gonzalez  
Marissa Khan  
Anna Deschamps-Polonia  
Jessica Bohlman

Wanda Ramos  
Suwann Frison  
Rolff Vladimir Mitton

***Ex-Officio***

Jojo Shiba

***USDA/Legal***

Marlene Betts  
George Webst  
David Durkin

***Interpreters***

Alfonso Villase  
Nancy Hand

- Meeting reconvened at 2:00 p.m. (EST).
- Mr. Michel presented the Board with Budget Amendment considerations.

Motion by Mr. Chamberlain to fund the Mango Leaf Tea research project as presented, motion unanimously approved.

Motion by Mr. Hall to amend the 2021 NMB Budget in the amount of \$180,000 to fund the 84.51 Data Services project as presented, motion unanimously approved.

Motion by Ms. Swett to add \$350,000 to the Marketing Budget to promote Mangos in Q3 and Q4 of 2021, motion unanimously approved.

- Mr. Michel presented the Board with the Membership & Representation report and considerations for the 2022 NMB Budget.
- Meeting adjourned at 4:55p.m. (EST).

The National Mango Board members met on Wednesday, May 19, 2021, via ZOOM videoconference.

[REDACTED]

[REDACTED]

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[REDACTED]

[REDACTED]

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1. [REDACTED]  
 2. [REDACTED]  
 3. [REDACTED]  
 4. [REDACTED]

[REDACTED]

[REDACTED]

(b) (5)

[REDACTED]

[REDACTED]

[REDACTED]