



# NSAC Board Meetings - Summary of Minutes

## BOARD MEETING – AUGUST 12, 2009

**Manitoba Sunflower Surveillance Survey Report** – K. Podolsky updated the board on her activities to date with the Manitoba Sunflower Surveillance Survey and how the survey has progressed. This year, 100 fields were registered from 54 Manitoba Sunflower growers which covers approximately 20,000 acres being surveyed in 2009. The feedback from growers has been excellent and has progressed each week as we are reporting. Growers have become interactive and are requesting to be out in field at the time of the survey or have returned calls based on what was witnessed in the field.

**Variety Registration Update** – CFIA announced in late June the amendments to the Variety Registration system which directly affects Sunflowers in that we have received approval to move to Part III of Schedule III, meaning that new sunflower varieties no longer require merit testing to be registered. With this announcement, the CFIA indicated that there is no longer a need for the Manitoba Sunflower Committee to act as a recommending committee and therefore it will be left up to the Committee as to whether there is still a need to operate or dismantle. A motion was carried that the NSAC recommend that the Manitoba Sunflower Committee be dismantled and the remaining funds in the account be transferred to MCVET trials.

**MCVET Trials** – As sunflowers have been moved to Part III of Schedule III of the Variety Registration system, the NSAC agreed to continue to conduct the MCVET trials at 6 locations around the province with the addition of a

disease evaluation location for 2010. With the removal of the Manitoba Sunflower Committee trials, there is a possibility that the MCVET trials expand in size. D. Graham will contact all participating companies to submit their intentions in order to plan for 2010. The protocol for the trials will undergo review this fall following harvest to determine how to better deal with the management and conduction of each site to ensure the best quality management. A full proposal will be presented to the board at the November planning session for approval.

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**Human Resource Manual** – As discussed at the 2008 Planning Session, it was agreed that the NSAC look into the development of a Human Resource manual to have rules and regulations put in place when dealing with staffing issues including wage increases and vacation. D. Graham will investigate other commodity group’s manuals and present a full document to the board at the November Planning Session.

## BOARD MEETING – NOVEMBER 27, 2009

**NSAC Reserve Fund** – Based on a review yesterday of the financial situation of the NSAC and the requirements to operate under a year of limited revenues, the board discussed the appropriate amount to increase the reserve fund for the possibility of a crop

failure and little revenue. A motion was carried that NSAC based on the 2009 income statements to date, transfer an additional \$150,000 into reserve status.

**Human Resource Manual** – The Board of Directors reviewed the proposed Human Resource manual at the planning session and agreed that it is time for the Association to adopt a manual for office staff and directors. A motion was carried that the NSAC adopt the HR manual as presented with the removal of “but more specifically Manitoba” on page 1, Section D of the manual.

**Manitoba Special Crops Symposium** – D. Graham reviewed the list of speakers/topics that have been booked to date for the 2010 symposium. The NSAC Annual General meeting is scheduled for February 10th, 2010 at the Winnipeg Convention Centre. As always, we will be sourcing new directors to sit on the board. K. Podolsky indicated potential growers to be contacted regarding director positions.

**Manitoba Sunflower Surveillance Survey** – The Board of Directors agreed to continue with the Manitoba Sunflower Surveillance Survey in 2010 and expand our initiative to include GPS mapping, an insect trapping network as well as sourcing additional field data on rotation, pesticides used and yields etc. K. Podolsky will once again be sourcing fields for the survey in Spring 2010.