

**INDIANA GRAIN INDEMNITY BOARD
OFFICIAL MINUTES**

A meeting of the Indiana Grain Indemnity Board was called to order by Chairman, Joseph Pearson on Monday April 8, 1996, at 9:30 a.m. in conference room D of the Indiana Farm Bureau Corporation Headquarters.

PRESENT: All voting members were present:

Wm. Tudor	John Colvin	Herman Rettinger
Greg Noble	Atlee Oyler	Don Villwock
Roger Hadley	Jerry Rulon	Ken Klemme

Project Manager Ron Culler was present.

The nonvoting members or their representative present were:
Joseph Pearson, Acting Director of Indiana Commodity Warehouse Licensing Agency
Mike Frick, representing the State Treasury of Indiana

ABSENT: One non-voting member was absent: The Attorney General or her representative

RESOURCE STAFF: The following resource staff was present:

Joe Miller	John Steinhart	Anita Stuever
Cresswell Hizer	JoAnn Verbarg	Mary McCory

MINUTES: The minutes of the March 21, 1996 minutes were mailed to all members and were approved as written (motion from Villwock, second from Klemme).

MOTIONS:

The next order of business was to discuss the proposed May 1996, first annual meeting agenda. Upon a motion duly made by Villwock, seconded by Noble, and carried, the following resolution was adopted by the Board:

BE IT RESOLVED THAT: The Proposed Agenda for Annual Meeting (Ex A) be approved with the following additions: That charge backs for work done by Indiana Commodity Warehouse Licensing Agency employees be included in the financial report; that a report detailing the accomplishments of the board with the number of meetings held, be compiled; and the forms that have been created be available (Ex B through G).

Chairman Pearson posed the question of location for the annual meeting. A motion by Noble (second from Hadley) that the meeting be held at the Farm Bureau Corporation Headquarters with the media to be invited was passed by the board.

Culler presented drafts of a letter (Ex H) and a calculation example (Ex I) to be mailed to all grain buyers. Klemme moved to accept the letter with the addition of the words Astate or federal@ before the term warehouse licensed in the fourth to the last paragraph (second from Oyler). **MOTION PASSED.**

With the addition of ADP@ and ASPARC@ to the last paragraph of the calculation example and a new

final sentence, AIf the above examples don=t fit your accounting system, call 317-232-8775 to get an example of your situation,@ Villwock moved to pass the calculation example as amended (second from Rettinger). MOTION PASSED.

Hizer received permission to duplicate the letter and calculation example to Indiana Grain and Feed Assn. members.

McCory presented revised Grain Producer Premium Refund Request (Ex D). Further changes requested by the board are: to move the checklist to front side above signature line; add Apower of attorney@ to the checklist; to delete the last sentence in the middle column heading on the reverse side; correct spelling of word needed . Hadley moved to approve, with above changes, the refund form (second from Colvin). MOTION PASSED.

Jon Whiteman presented his response with revised quote (Ex J) to Culler=s letter (Ex K) regarding additional & alternative costs to the proposal for services submitted at the last board meeting. Culler presented further estimates for in-house staff (Ex L). Steinhart presented quotes from BTC for hardware and software (Ex M). Joyce Brinkman, State Treasurer, stated that from what she has read from the board meetings, the collection and refund activities are similar to the duties of her staff. Frick, using the first in house quote, (Ex N) deleted the expenses of the typewriter, software development, bond and office space to offer a bid of \$37,000 for one person to perform the duties. Tudor moved to accept in house proposal. Motion died for lack of a second. Klemme moved to pursue the State Treasurer=s proposal (second from Oyler). After discussion the MOTION PASSED.

Villwock moved to reject any and all RFP=s that were sent out. Rulon seconded. MOTION PASSED.

Miller presented a projection on when the fund might reach 10 million dollars (Ex O).

In order to set a time frame to process refunds, Noble moved (second by Hadley) that requests for refunds are honored ASAP or within 30days. Rulon amended the motion to read AASAP or no later than 30 days of receipt of a completed form by the corporation (lock box date stamp). Rettinger seconded the amended motion. MOTION PASSED.

Villwock moved (second by Noble) to further amend the refund form (Ex D) to add Acounty@ for the producer information and buyer information sections and to add the sentence, ARefunds will be processed no later than 30 days after receipt of a completed form.@ MOTION PASSED.

Noble moved (second by Rulon) to give Culler authority on behalf of the board to work on initial terms for the \$37,000 proposal from the State Treasurer. Board to have final approval. MOTION PASSED.

McCory presented an audit agreement for Indiana Commodity Warehouse Licensing Agency to perform audits requested by the Board (Ex P). Villwock moved that the board accept the agreement with the addition of the words Aand collections@ following the word remittance on Page 2, section B, paragraphs 4, 5, 6 and 7 (second from Noble). MOTION PASSED.

Oyler presented recommendations of the cash management subcommittee (Ex Q). The remittance form should be three parts with distribution to be: elevator, project manager, treasurer. Oyler made a motion that the board move the operating account to the treasurer and accept the committee report with deletion of the last sentence in item 3 and deletion of item 4. After second from Klemme the MOTION PASSED.

Klemme moved the board enter into negotiations with NBD to provide standard lockbox service to the corporation with Culler, Oyler and Frick authorized to sign (second from Colvin). MOTION PASSED.

Pearson asked for an alternative date for the May meeting as all rooms at Farm Bureau Headquarters are booked on May 23. Hadley moved to change the date to May 24 (second from Rettinger). MOTION PASSED.

Villwock moved board explores opportunities for public service announcements and funding (second from Klemme). Hadley and Villwock to pursue. MOTION PASSED.

COMMITTEE ASSIGNMENTS

Pearson established the following committees:

Public Service Announcement Committee: Hadley, Villwock

Audit Selection Committee: Noble, chairman; Colvin, Tudor, Hizer, Miller, McCory.

Nominating Committee: Rettinger, chairman; Rulon, Klemme

Motion to adjourn was made by Hadley (second from Klemme). MOTION PASSED.

Respectfully submitted,
Mary McCory
April 17, 1996