

**USCP Board of Directors Conference Call  
May 18, 2011**

Board Members Present: Dale Artho, Billy Bob Brown, Jeff Casten, Bill Greving, Gary Kilgore, Bill Kubecka, Louise Rigdon, Earl Roemer, Greg Shelor, Troy Skarke, Jerry Van Zee, James Vorderstrasse and Stewart Weaver.

Others Present: Craig Shackelford, Virgil Smail, Tim Lust, Laura Kelley and Marsha Bryant.

Bill Kubecka called the meeting to order and the roll was called.

Bill opened a discussion about USCP priorities. (Reference to the Program Approach graphic attached.)

Gary Kilgore asked: What does this mean? He wanted to know if this was going to be the committee structure. Bill Kubecka answered that we are attempting to determine future program priorities important to the sorghum industry. This is not the discussion about committees.

Bill Greving stated that he has a problem with the name "Petroleum Replacement." He suggested Renewable Energy or Renewable Products. Billy Bob Brown agreed with Bill Greving. He likes the word "renewable". It was discussed and determined that the word "renewable" is important.

Earl Roemer and Billy Bob Brown commented that they like the way Communication and Education are included in all areas of the program. (Reference to the Program Organizational Structure graphic attached.)

**Bill Greving made a motion to accept these as priority with a second by James Vorderstrasse. Note was made that the name needs to be changed on the Petroleum Replacement area to include "renewable". Motion carried unanimously by roll call vote.**

Bill Kubecka opened a discussion about Dr. Smail's replacement. He posed the question: Do we just give staff the authority to move forward on that? Tim Lust explained that hiring the Executive Director sooner, rather than later, is preferable in order to give that person time to

be involved in the process of filling other vacant staff positions. Tim stated that there are strong internal candidates and that he planned to recruit the Executive Director from within the current staff.

Gary Kilgore asked whether the USCP should hire an Executive Director that reports directly to the Board as opposed to the CEO. Bill Kubecka answered that primarily because we are such a small industry, if we fragment our organizations, we may not be able to accomplish our goals. He stated that we need the organizations working together. Multiple board members spoke in support of the current structure since it has worked well over the past 2 ½ years. Dale Artho stated that we are at a juncture where we are looking at what types of programs we should focus on and this might be a time to look outside the box when hiring staff. He stated that when we brought in new people before, we brought in new ideas and vitality. He posed the question: What are the qualifications for this job with these new types of programs? He would like to see a job description under the new program focus before deciding on a person for the Executive Director. Bill Kubecka asked that Dr. Smail help put those qualifications together.

Gary Kilgore wanted to know the actual procedure for hiring the new Executive Director. Is management going to do the screening or is the Board going to be involved at all? Bill Kubecka stated that he believes that the Executive Committee has been involved in the past by giving a recommendation to the staff. Tim stated how the process was handled the first time: Once NSP was appointed management entity, Tim screened the candidates and came to the Executive Committee with five candidates and he worked with the Executive Committee and together, they ultimately hired Virgil. Tim stated that at this point, according to the current organizational structure, it is a decision of the management entity who to hire.

**Greg Shelor made a motion to authorize NSP to replace the Executive Director based on the idea that Tim will look internally first and then work with the Executive Committee to complete the hiring. The motion was seconded by Jerry Van Zee. Motion carried unanimously by roll call vote.**

James Vorderstrasse stated that he believes the Board does need some involvement. Jeff Casten stated that when we first started this, we did not have anyone trained to do what we

need to do. Many organizations look internally first to fill a position. Louise Rigdon asked Tim if he will consult with Virgil on the replacement. Tim answered affirmatively.

Bill Kubecka opened a discussion about the summer Board meeting.

The first proposed meeting date is August 29<sup>th</sup>, 30<sup>th</sup>, 31<sup>st</sup> and September 1<sup>st</sup>? After hearing several conflicts, a second proposed meeting date of August 8<sup>th</sup>, 9<sup>th</sup>, 10<sup>th</sup> & 11<sup>th</sup> was made. Gary Kilgore stated that he is not available on the 8<sup>th</sup>, 9<sup>th</sup> or 10<sup>th</sup>.

Bill Kubecka asked the staff to poll the Board and he would make the decision based on availability. Tim stated that we are still looking at Tulsa, Oklahoma or Oklahoma City as the site of the summer Board meeting.

Dale asked the question: When we are a public board having a public meeting, how does the public know when we have a conference call? Virgil answered that it is posted on the website.

Tim Lust stated that the staff will prepare a job description for the Executive Director position and share it with the Board. Tim also stated that as far as "closing the loop", as it relates to program priorities, the Joint Management Committee needs to draft a committee guidance document that clarifies the role, calendar and steps to be followed on future issues affecting both organizations. Tim also stated that we will need to continue to work toward agreement on committee structure.

Bill Kubecka asked if there was any other business. There was not.

**Louise Rigdon made a motion to adjourn the meeting with a second by Jerry Van Zee. Motion carried unanimously.**