



Citrus Research and
Development Foundation, Inc.

**NOTICE OF A MEETING
OF THE
CITRUS RESEARCH AND DEVELOPMENT FOUNDATION
RESEARCH MANAGEMENT COMMITTEE
Thursday, February 14, 2019 – 9:30 am EDT**

TIME AND PLACE OF MEETING

A meeting of the Research Management Committee of the Citrus Research and Development Foundation, Inc. will be held on **Thursday, February 14, 2019 at 9:30 am EDT at the Citrus Research and Education Center, Lake Alfred, Florida in Ben Hill Griffin Hall, Room 103.** Participants may conference in by dialing 1-800-567-5900 and enter access code 393338# when prompted.

CRDF has been experiencing some interruptions/distractions during conference calls. Below are a few phone tips to be mindful of when on a conference call.

- When speaking please say your name so that the minutes can be properly captured.
- Please mute your line whenever you are not speaking (mute button on phone or *6) to prevent background noise from disrupting the meeting and ensure the best sound quality during the call.
- Refrain from using headsets, speakers, cordless phones, etc., as they can create static or echo on your conference calls.
- If you have any problems during your call, please text Brandy Brown at 863-514-7513 or Audrey Nowicki at 412-554-5143. We will try to resolve the problem immediately.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting is asked to advise the Foundation at least 72 hours before the meeting by contacting Ms. Brandy Brown by phone at (863) 956-8817 or by email at brandy.brown@citrusrdf.org

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RESEARCH MANAGEMENT COMMITTEE**

Thursday, February 14, 2019 – 9:30 am EDT

DRAFT AGENDA

- A. Call to Order
- B. Roll Call/Determination of Quorum
- C. Approval of Minutes of October 12, 2018 RMC meeting*
- D. Committee Structure
- E. 2019 RFP Content, Process and Timeline
- F. Project Manager Quarterly Report for September 30, 2018*
- G. Report on Bayer Project Joint Steering Committee meeting held January 28-29, 2019
- H. Other Business
- I. Adjournment

* Materials