



Citrus Research and
Development Foundation, Inc.

NOTICE OF A MEETING
OF THE
CITRUS RESEARCH AND DEVELOPMENT FOUNDATION, INC.
FINANCE AND AUDIT COMMITTEE
Tuesday, March 19, 2019 – 9:15 AM DST

TIME AND PLACE OF MEETING

A meeting of the Finance and Audit Committee of the Citrus Research and Development Foundation, Inc. will be held on **Tuesday, March 19, 2019 at 9:15 am DST** at the Citrus Research and Education Center, Lake Alfred Florida in the Ben Hill Griffin Hall **Room 101**. Participants may conference in by dialing 800-567-5900 and entering participant access code **110622#** 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 help 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 Brandy Brown at (863) 956-8817 or by email at brandy.brown@citrusrdf.org.

CITRUS RESEARCH AND DEVELOPMENT FOUNDATION, INC.

FINANCE AND AUDIT COMMITTEE MEETING

Tuesday, March 19, 2019 – 9:15 am DST

AGENDA

- A. Call to order
- B. Roll Call/Determination of Quorum
- C. Approval of Minutes of the February 25, 2019 Finance and Audit Committee Meeting*
- D. Review of February Monthly Financial Summary*
- E. Discussion of APHIS/CRDF Contract
- F. Discussion of CRAFT Funding
- G. Results of Communication Survey
- H. Status of CRDF Website Re-design
- I. Other Business
- J. Adjournment