

**CITRUS RESEARCH AND DEVELOPMENT FOUNDATION, INC.**

**Minutes of the  
Governance Committee Telephonic Meeting  
March 9, 2015**

A telephonic meeting of the Governance Committee of the Citrus Research and Development Foundation, Inc. was held on Monday, March 9, 2015. The meeting was properly noticed and recorded. The meeting was called to order at 2:00 pm by Chairman Bob Stambaugh. Roll was called and a quorum was present. Committee members participating were: Dr. Jackie Burns; Mr. Ricke Kress; Mr. Jerry Newlin; and Mr. Bob Stambaugh. Also participating were: Dr. Harold Browning; Ms. Brandi Goller; and Ms. Audrey Nowicki.

Mr. Kress moved to accept the minutes of the February 18, 2015 meeting. The motion was seconded by Mr. Newlin and passed unanimously.

Mr. Stambaugh opened the discussion of COO review in regard to addressing the need for additional administrative and technical support staff.

Mr. Stambaugh moved that the committee recommend to that board that an ad hoc committee be appointed to review organizational structure overall staffing needs. The motion was seconded by Mr. Newlin and passed unanimously.

Dr. Browning discussed the Program Assistant, Diane Johnson's request for an alternative work location two days a week, giving the committee the option to weigh in. The committee deferred the decision to staff.

Dr. Browning was excused from the meeting.

Mr. Stambaugh initiated the discussion of a proposed COO salary increase, noting that Dr. Browning's wages are approximately thirty per cent lower than his prior salary as Center Director. The committee noted that the job description has changed significantly since he was hired as COO. The committee discussed the UF requirements with regard to pay raises that Dr. Burns obtained and provided. It was noted that a five percent increase at this time would not require additional approval by the UF Vice President; Dr. Browning would also be eligible for any scheduled increase mandated by UF. Dr. Burns moved to recommend Board approval of a five per cent increase immediately with Dr. Browning remaining eligible for any standard increases by UF, seconded by Mr. Kress. The motion passed unanimously.

Mr. Stambaugh was requested to present the motion to the Finance and Audit Committee for inclusion in the budget, as well as outlining the potential for additional employees or consultant(s).

With no further business, the meeting was adjourned at 2:48 pm.

Minutes submitted by Audrey Nowicki