

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

**Finance and Audit Committee  
Meeting Minutes  
September 24, 2013**

A meeting of the Finance and Audit Committee of the Citrus Research and Development Foundation, Inc. was held on September 24, 2013 in Ben Hill Griffin Hall, Lake Alfred, Florida. The meeting was called to order at 8:30 A.M. by Chairman Hugh Thompson. The meeting was properly noticed and recorded. A quorum was present. Committee members present were Mr. Black, Mr. Joe Davis, Jr., Mr. Stambaugh and Mr. Thompson. Committee member participating by phone was Dr. Joyce. Others present were Dr. Browning, Mr. Alex Wheeler, Ms. Nowicki and Ms. Johnson. Also participating by phone was Dr. Conti.

Mr. Black moved to accept the minutes of the June 11, 2013 meeting. Seconded by Mr. Stambaugh, the motion passed unanimously.

Mr. Wheeler from Bunting Tripp and Ingley, LLP presented the draft Audit. An updated draft was provided to committee members at the meeting, along with an errata sheet which highlighted the differences from the original draft. Included were adjustments to reporting the commercial product delivery projects properly in the audit.

The committee discussed “unrealized loss” on investment accounts and requested that this information be incorporated into CRDF monthly financial statements.

CRDF is currently participating in the Treasury Investment Pool and under the credit risk disclosure it is noted that Standard and Poors has given them a current rating of Af. The question was raised as to what that rating means, and the ratings were discussed.

Mr. Thompson said that the quarterly review of investments would occur during October’s meeting and a UFICO representative would join the meeting to discuss the status of this investment program’s performance and planning forward.

The deadline for UF to receive CRDF’s audit is September 30, 2013. A draft has already been sent. Mr. Davis made a motion to accept the draft audit as presented today. Seconded by Mr. Black, the motion passed unanimously. A final audit will be forwarded to CRDF for filing with appropriate agencies and for internal distribution.

**Other business:** Chairman Thompson brought to the committee issues present in the Financial Summary for the period ending August 31, 2013. This report indicated that during the recent quarter, there was a large draw down in cash. Discussion of this situation indicated that this was due primarily to new terms of the FDACS contracts for sponsorship funding, wherein payment is made to CRDF in arrears rather than advanced quarterly as was previously specified. This creates up to a three-month CRDF cash float for payment of contracts against this source during the quarter. FDACS terms allow for more frequent invoicing by CRDF when the float became too large. The Committee requested that CRDF start invoicing FDACS contracts on a monthly basis to better manage cash flow.

With no further business, the meeting was adjourned at 9:15 A.M.

Minutes submitted by Diane Johnson