



6601 W Deschutes Ave  
Suite C-2  
Kennewick, WA 99336  
Office: (509) 585-5460  
Fax: (509) 585-2671  
agmgt@agmgt.com

**MINUTES**  
**WASHINGTON OILSEEDS COMMISSION**  
**Tuesday, April 18, 2023**  
**Conference Call**

**Call to Order:** The meeting was called to order by Chairman Jesse Brunner at 9:05 am. Those in attendance were Commissioners – Curtis Hennings, Mike Stubbs, Justin Camp, Jesse Brunner, and Daniel Stenbakken; Administrator Shane Johnson; PNWCA Executive Director Karen Sowers; WSU Researcher Ian Burke.

**Board Position Appointments and Nominations:** Shane Johnson gave the results of the WA Oilseeds Commission nomination call in. Curtis Hennings was nominated for his fourth term and Justin Camp was nominated to serve a third term.

**Election of Officers:** Shane opened the floor for nominations of Officers. Curtis Hennings moved, and Justin Camp seconded the motion to retain the current slate of officers. The motion passed unanimously.

The 2023-2024 WA Oilseeds Commission officers and check signers are as follows:

Chair - Jesse Brunner

Vice Chair – Curtis Hennings

Treasurer – Daniel Stenbakken

Administrator - Shane Johnson

Assistant Administrator – Sheri Nolan

**Review and Approval of Minutes:** The minutes of the February 24, 2023, Commission Meeting were reviewed. Mike Stubbs moved, and Curtis Hennings seconded the motion to accept the minutes from the February 24, 2023, Commission Meeting as presented. The motion passed unanimously.

**Review and Approval of Financial Statements:** Shane Johnson presented the 2022-2023 Interim Financial Statements. The income from June 1, 2022, through April 13, 2023, totaled \$177,570.36 with expenses during this time frame totaling \$181,908.49, giving the Commission a net loss of -\$4,338.13. The balance sheet shows total cash assets at \$441,643.21. Shane then reviewed the check disbursements from February 1, 2023, through April 13, 2023, in addition to the associated bank fees. Curtis Hennings moved, and Mike Stubbs seconded the motion to approve the financial statements, checks and bank fees as presented. The motion passed unanimously.

**Review 2023 Research Projects:** Shane reviewed the approved 2023 research projects. There were two proposals that the Commission had questions they wanted to get answered before final consideration.

- Ian Burke – Winter and Spring Canola Variety Testing – After discussion, Mike Stubbs moved, and Curtis Hennings seconded the motion to approve this proposal as presented. The motion passed unanimously.
- Matt Renfrow – Spring & Winter Canola Shatter Tolerance Evaluation – The Commission had requested that Matt submit a proposal with additional options to his proposal that was approved in February. After some discussion Justin Camp moved and Curtis Hennings seconded the motion to approve \$1,200 to add Harvesting the canola 6 weeks after the typical harvest date to collect yield, moisture and test weight information. The motion passed unanimously.

**2023-2024 Proposed Budget:** Shane Johnson then presented the 2023-24 proposed budget to the commissioners. The 2023-24 budget has a proposed net income of \$174,300.00 with expenses totaling \$203,293.80 giving a net loss of -\$27,993.80. Curtis Hennings moved, and Daniel Stenbakken seconded the motion to accept the 2023-24 Washington Oilseeds Commission budget as presented. The motion passed unanimously.

**Service Agreement:** Mike Stubbs gave a brief update on the contracting process. An RFP was sent out via WEBS. Proposal are being reviewed, and an announcement will be made in the next few weeks.

**WSDA Seed Lab:** No Report.

**Market Update:** Daniel Stenbakken provided the commissioners with a market update.

**Pacific Northwest Canola Association (PNWCA):** Karen Sowers gave an update on the activities of the PNWCA.

**Other Business:** No other business was noted.

**Next Meeting:** The next meeting is scheduled for Monday, July 3, 2023, at 9am. This will be held via conference call.

**Adjournment:** Mike Stubbs moved, and Curtis Hennings seconded the motion to adjourn the meeting. The motion passed unanimously. The meeting adjourned at 9:59 a.m.

Attested to by:

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Commissioner

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Shane Johnson, Administrator