



OCTOBER MEETING SCHEDULE

CALIFORNIA AVOCADO COMMISSION
October 19-20, 2011

WEDNESDAY – October 19, 2011

Location: CAC Conference Room, 12 Mauchly, Suite L, Irvine, CA

4:00 p.m.	EXECUTIVE COMMITTEE CONVENES
*5:00 p.m.	EXECUTIVE COMMITTEE ADJOURNS

THURSDAY – October 20, 2011

Location: CAC Board Room, 12 Mauchly, Suite L, Irvine, CA

8:00 a.m.	FINANCE COMMITTEE MEETING
9:00 a.m.	BOARD MEETING CONVENES
*1:30 p.m.	BOARD MEETING ADJOURNS

IMPORTANT – BOARD MEMBERS & ALTERNATES

PLEASE CALL CRISTINA WEDE AT (800) 344-4333: IF YOU CANNOT ATTEND OR IF YOU NEED A HOTEL ROOM RESERVATION

*Scheduled Adjournment. However, timing varies and meeting time can run over schedule in order to complete all agenda items.



AGENDA

EXECUTIVE COMMITTEE MEETING CALIFORNIA AVOCADO COMMISSION

CAC Conference Room
12 Mauchly, Suite L
Irvine, CA 92618

Wednesday, October 19, 2011
4:00 p.m.

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- 4:00 p.m. 1. **CALL TO ORDER**
 A. Roll Call / Establish Quorum
- 4:05 p.m. 2. **CONSIDER APPROVAL OF EXECUTIVE COMMITTEE MINUTES**
 A. December 20, 2010
 B. May 18, 2011
- 4:10 p.m. 3. **CLOSED SESSION**
 A. President's Performance Review pursuant to Section 11126(a)(1) of the California
 Government Code
 B. Return to Open Session and Report of Action Taken, if any, in Closed Session
- 4:55 p.m. 4. **OPPORTUNITY FOR PUBLIC COMMENT**

Any person may address the Board at this time on any subject within the jurisdiction of the California Avocado Commission.

5:00 p.m. **ADJOURN MEETING**

The times listed for each agenda item are estimated and subject to change. It is possible that some of the agenda items may not be able to be discussed prior to adjournment. Consequently, those items will be rescheduled to appear on a subsequent agenda. All meetings of the California Avocado Commission are open to the public and subject to the Bagley-Keene Open Meeting Act.

All agenda items are subject to discussion and possible action. For more information, or to make a request regarding a disability-related modification or accommodation for the meeting, please contact April Aymami at 1-800-344-4333, California Avocado Commission, 12 Mauchly, Suite L, Irvine, CA 92618, or via email at aaymami@avocado.org. Requests for disability-related modification or accommodation for the meeting should be made at least 48 hours prior to the meeting time. For individuals with sensory disabilities, this document is available in Braille, large print, audiocassette or computer disk. This meeting schedule notice and agenda is available on the internet at <http://www.californiaavocadogrowers.com/upcoming-meetings-events/> and <http://it.cdfa.ca.gov/igov/postings/detail.aspx?type=Notices>.

If you have questions on the above agenda, please contact April Aymami at aaymami@avocado.org or 1-800-344-4333.



AGENDA

FINANCE COMMITTEE MEETING CALIFORNIA AVOCADO COMMISSION

CAC Conference Room
12 Mauchly, Suite L
Irvine, CA 92618

Thursday, October 20, 2011
8:00 a.m.

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- 8:00 a.m. 1. **CALL TO ORDER**
 A. Roll Call / Establish Quorum
- 8:05 a.m. 2. **CONSIDER APPROVAL OF MINUTES OF SEPTEMBER 28, 2011 FINANCE
COMMITTEE MEETING**
- 8:10 a.m. 3. **DISCUSSION ITEMS**
 A. 2010-11 Financial Updates
 B. Letter of Engagement from Macias Gini & O'Connell for Financial Audit Services
 C. 2011-12 Budget and Assessment Rate
- 8:55 a.m. 4. **OPPORTUNITY FOR PUBLIC COMMENT**

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9:00 a.m. **ADJOURN MEETING**

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If you have questions on the above agenda, please contact Aria Lukman at alukman@avocado.org or 1-800-344-4333.



AGENDA

REGULAR MEETING
BOARD OF DIRECTORS
CALIFORNIA AVOCADO COMMISSION

CAC Board Room
12 Mauchly, Suite L
Irvine, CA 92618

Thursday, October 20, 2011
9:00 a.m.

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- 9:00 a.m. 1. **CALL TO ORDER**
A. Roll Call / Establish Quorum
B. Introductions

9:05 a.m. 2. **CONSENT CALENDAR**

Consent Calendar items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time without discussion. If any Board member, staff member, or interested person requests that an item be removed from the Consent Calendar, it shall be removed so that it may be acted upon separately.

- A. Consider Approval of Board of Director's Meeting Minutes of September 28, 2011

9:10 a.m. 3. **CLOSED SESSION**

- A. President's Performance Review pursuant to Section 11126(a)(1) of the California Government Code
B. Return to Open Session and Report of Action Taken, if any, in Closed Session

10:10 a.m. 4. **TREASURER'S REPORT**

- A. Finance Committee Report / 2010-11 Financial and Crop Update
B. Consider Approval of Letter of Engagement from Macias Gini & O'Connell for Financial Audit Services
C. Consider Finance Committee Recommendation on 2011-12 Budget and Assessment Rate

10:30 a.m. 5. **2010-11 PLANNING**

- A. Consider Approval of 2011-12 Proposed Action Plans and Budgets
B. Set Assessment Rate for 2011-12

11:15 a.m. 6. **MARKETING REPORT**

- A. Consumer Public Relations and Nutrition Communication Program Highlights

12:00 p.m. **ADJOURN FOR LUNCH**

1:00 p.m. 7. **CHAIRMAN'S REPORT**

- A. Produce Marketing Association Convention Report

1:15 p.m. 8. **HASS AVOCADO BOARD REPORT**

1:25 p.m. 9. **OPPORTUNITY FOR PUBLIC COMMENT**

Any person may address the Board at this time on any subject within the jurisdiction of the California Avocado Commission.

1:30 p.m. ADJOURN MEETING

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SUMMARY DEFINITION OF CONFLICT OF INTEREST

It is each member's and alternate's responsibility to determine whether they have a conflict of interest and whether they should excuse themselves from a particular discussion or vote during a meeting. To assist you in this evaluation, the following ***Summary Definition of Conflict of Interest*** may be helpful.

A Commission *member or employee* has a conflict of interest in a decision of the Commission if it is reasonably foreseeable that the decision will have a material effect, financial or otherwise, on the member or employee or a member of his or her immediate family that is distinguishable from its effect on all persons subject to the Commission's jurisdiction.

No Commission member or employee shall make, or participate in making, any decision in which he or she knows or should know he or she has a conflict of interest.

No Commission member or employee shall, in any way, use his or her position to influence any decision in which he or she knows or should know he or she has a conflict of interest.