



GM Report

September 12, 2019

- Requests for refunds are ready to put in the mail Thursday once I have signed cheques. So far 12 requests totalling \$47,823.43; last year there were 18 requests by the end of December.
- The request for refund feedback letter that was email approved will be sent with an addressed and stamped envelope accompanying each return. We will wait to see what we get back in the mail if anything.
- The 2nd cheque to Tom for the PRG Trials arrived in 2 days and he came out to do the sample collections and work with Brad again. I have requested that the invoices be sent to me directly going forward so hopefully this doesn't happen again. Side note they sent us a screen shot of the original cheque that actually arrived there 2 months later!!
- I am working on the spreadsheet of the research projects, contacts, payments, information, etc
- Reworking the information request that is sent to the Seed Companies regarding levy payments so that it reflects the changes made to regulations with regards to the email address. As well as an accompanying letter that asks their cooperation in submitting new contracts names and their contact information to the Commission.
- I have a phone conference next week with the higher ups at Marketing Council, further follow-up to the satisfaction survey.
- An updated list has been put together and sent to FSN for their mailing requirements.
- There is a meeting in Calgary October 1st regarding Ag for Life education that all provincial Commission management was invited to attend. I added Brad to the invitation as well.
- The regulations require my signature to finalize the process. Did you read them?!!
- Marketing Council regulations input
- Other extra expenses this month: Edje Web Designs (domain and webpage renewal) \$875.00

****forwarded the early registration for the Canadian Forage Seed Conference****