

US-IDF Membership and Board Call September 22, 24, 2021 Minutes

Board Members on call:

Mitch Bowling, AbbottDenise Mullinex, CDRFJuaAndy Novakovic, CornellChris Allen, DFAAdGreg Miller, DMIAllen Sayler, CFSRSBeAmandeep Dhillon, GrandeJohn Allen (for Joe Scimeca), IDFASharon Marsh, Land O'Lakes (9/22)ShNate Banner, NeogenKris Stoll, SchreiberChNick Gardner, USDEC (9/22)Sh

Juan Romero, CDR Adam Brock, DFW Beth Briczinski, FDA DFA Shawna Morris, NMPF Chris Thompson, USDA

I. Call to Order/Review of Agenda

Chair Shawna Morris called the meeting to order at 10:00 a.m. Roll call taken, and agenda reviewed minor changes made to order of reports.

II. Approval of April 15, 2021 Minutes

• Motion/second/carried to accept minutes as circulated.

III. Chair's Report, Shawna Morris

 Shawna thanked members for both their time and monetary support so that US-IDF can be involved in the work at the global level. It's important to be at the table, to make sure that the US has experts there for the broader IDF work.

IV. National Secretary Report, Debra Wendorf Boyke (report attached)

 Allen Sayler encouraged members to send Deb industry meeting dates to add to the website calendar.

V. Financial Report – Adam Brock and Jay Mattison (copy attached)

- o 2021 Year to date (9/1/21) financials were reviewed
 - YTD Income: \$113, 188.45; YTD Expense: \$108,091.78
 - Balance statement = \$311,021.86 (2.4 years of operating expense in reserves)
 - Motion/second/carried to approve YTD2021 financials and put them on file.
- CPA review for 2020 shared with members and Board. Motion/second/carry to approve the review.
- 2022 Proposed Budget was presented to Board/members which incorporates new membership categories and dues structure previously approved. Invoices will be sent out in early December.
 Motion/second/carry to approved proposed 2022 budget.

VI. Membership Committee Report - Allen Sayler and Chris Allen

- o Committee assistged with development of new brochure and website to date.
- Next phase is to work on member recruitment. Have developed a list of potential companies. Will be sending out more information to members and asking for help with this effort.
- Committee for 2022: Allen Sayler, Chris Allen, Jamie Jonker and John Kelly all agreed to serve for another year.

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VII. By Laws Committee Report – Jay Mattison

The committee has completed its work and presented the updated by laws, outlining changes. Motion/second/carry to approve updates to the ByLaws and implement them starting January 1, 2022.

VIII. <u>Business</u>

- Appointed Nominating Committee for 2022. Cary Frye, Chair; Amandeep Dhillon, Mitch Bowling
- Program of Work
 - SPCC Update by Jamie Jonker. The SPCC has spent considerable time on prioritization of work and looking at needed resources, as well as discussing best practices for measuring success. They monitor work items and establish 5 priority items during the year. Allen Sayler shared that the Food Standards Steering Group (FSSG) which he chairs, is also undergoing a strategic review and establishing priorities for the group. He's hoping others will consider doing the same.
 - Standing Committee reports from those that have met since April 2021:
 - Dairy Policies/Economics Shawna Morris: William Loux, USDEC, is doing a summary of country reports, defining challenges for the dairy industry. The Global Dairy Situation Report will be continued with CNEIL and the Netherlands compiling the report. The SC is also reviewing the essentiality of dairy during Covid; and developing a paper on socioeconomic issues.
 - Additives & Contaminants Nate Banner: working on a validation method for rapid methods for vet drug residues, scheduled for August; ongoing work on paper regarding aflatoxin, hope to publish in April 2022; Methods Standards Steering Group (MSSG) is working on program for Analytical Week 2022 in Germany; upcoming 20th Anniversary of the ISO/IDF joint partnership, developing webinar addressing the history of MOU and joint venture.
 - Nutrition/Health Nick Gardner for Michelle Slimko: developing sustainable nutrition metrics to along with environmental side of equation; work in preparation for CCNDSFU and the Nitrogen Conversion Factor topic (US-IDF priority item); Follow Up Formula (FUF) work
 - Standards Nick Gardner: Three primary focus areas 1) finish work on Codex Use of Dairy Terms including cell-based work; 2) Front of Pack Nutrition Labeling work(US-IDF priority item) – IDF has a solid position for this topic with a goal of keeping guidelines at a high level and expedite adoption; 3)Ultra Processed Foods (UPF) (also a US-IDF priority item) - Task Force has completed its work and will be reporting out after the Food Systems Summit.
 - Environment Jamie Jonker: IDF received 12 case studies for Dairy Declaration of Rotterdam and they have been posted to IDF website. Pathways to Net Zero launched by GDP with WHO in conjunction with the Food System Summit. It fits well with US strategy and US-IDF members were initial signators. US-IDF submitted examples for Ecosystems Services action team; Dairy Sustainability Outlook was published in advance of the Food System Summit including the US Net Zero program. LCA monitoring still pushing for more research on Carbon sequestration related to US systems for tillage so work is not all no till/reduced till based research. We need someone from the US to lead this endeavor; also need a US-IDF SC Environment lead.
 - Animal Health/Welfare Jamie Jonker: Action Team on Calf management produced three webinars with one focusing on US calf management systems; the Action Team is also doing a literature review and will publish something in 2022. This was initially an EU marketing scheme, so the US-IDF has done a lot of work to ensure the document is unbiased and covers all management

systems. Two new reproductive fact sheets to be published by year end: Artificial Insemination and Embryo Transfer; US-IDF submitting FARM biosecurity program for IDF Animal Health Report; Action Team on Heat Stress reviewing SOPs in the Good Practices Guide due to changes around the globe related to climate change. May be possible collaboration with OIE and FAO on this project. US has 4 decades of research across multiple environments/temperatures/climates that we'll be sharing.

- Farm Management Jamie Jonker: IDF offered two webinars in this area, and two US dairy farmers contributed/participated. The next Mastitis Conference is scheduled for some time between 2023-2025 and there is a call for topics.
- Dairy Science/Technology Bill Graves: work ongoing related to processing technologies for ultra-processed foods (US-IDF priority item). A new work item on digital technology was submitted to the SPCC; working on area of fermented milk proteins from modified enzymes and lab grown versions, regarding labeling and use of ingredients. Allen Sayler suggested this may be a good webinar topic since it's an important US topic.
- Food Additives- Allen Sayler: The US government was outstanding at the Codex meetings. Now monitoring use of paprika and also the nitrates/nitrites issue.
- Micro Hygiene Allen Sayler: a very active committee; next Codex meeting is Feb/Mar; Work ongoing related to safety of water reuse on the farm and in the plant, *shigella* producing e coli; and inventory of microorganisms.
- US-IDF 2021 Priority Work Items
 - Food Systems Summit Nick Gardner/Greg Miller: Summit occurs September 23 but it doesn't end there. Pleased where things net out in that comments, information and recommendations are top level vs prescriptive. Opportunity for global dairy industry to come together and leverage the ability to tell the dairy story: environmental commitment, socioeconomic and nutrition messages. Need to keep an eye on accountability and transparency going forward. Andy Novakovic asked if there is a need for greater academic input. Overall, not a lot of dairy references during Summit which is ok. School Meal Coalition had greatest support.
 - Nitrogen Conversion Factor Juan Romero: verbiage now only references milk, not milk and milk products, which has been shared with IDF. IDF is seeking to follow Codex verbiage and if we challenge at this point, may reopen entire debate, which members agreed is not the direction we want to go.
 - Chlorates and Detergents/disinfectants/teat dips Nate Banner: There is a New Work Item (NWI) that will be ongoing in this area for several years, writing bulletins/technical papers related to the use of these various products and potential residues. Third up will be microplastics. Chlorates is on the symposium agenda for Analytical Week.
- Priority items for 2022: after member discussion, the list is
 - o Dairy's Role in Sustainable Food
 - o Chlorates/Detergents/etc and residues
 - o Carbon sequestration (Pathways to Net Zero, etc.)
 - Ultra-processed foods
 - Front of Pack Labeling
 - o Antimicrobial resistance
- Any proposed New Work Items from US
 - One possible item would be traceability vs high risk foods and trying to harmonize global guidelines. Could use Innovation Center guidelines as starting point. John Allan will follow up on this. Others that volunteered: Adam Brock, Marvin Hoekema, Allen Sayler compete with National Committees was shared. The final plan included a working group to further explore

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• IDF Business

○ IDF Strategic Plan 2022 – 2025

Jamie Jonker provided a brief overview of the process and final plan. There were two parts: overall strategy and then a SPCC strategic work plan. Finding additional funding for IDF was part of the plan. The concern regarding partnerships and ensuring that they don't IDF funding options. Mitch Bowling asked how membership for global companies is positioned and ensuring that undue influence doesn't occur. This will be discussed further after the meeting.

- IDF Elections: motion/second/carry to support the slate of officers/SPCC members shared with membership. There is an open seat on SPCC for the Farm Management area. Motion/second/carry to nominate Chris Allen, Dairy Farmers of America, for this position.
- US-IDF Delegates to General Assembly motion/second/carry for Shawna Morris, delegate; John Allan, alternate delegate
- \circ Topics needing alignment for IDF meetings in Copenhagen none this year.
- Standing Committee attendance in Copenhagen: members asked to fill out Survey Monkey and Deb will circulate to ensure we have representation at all needed meetings.
- IDF Mid-year General Assembly meeting June 1, 2021. Main topic is reviewing and approving 2020 financials. Motion/second/carried to approve Shawna Morris as delegate, John Allan as alternate delegate.

IX. Upcoming Meeting Dates

- IDF Business meetings report out call: October 28 2021
- US-IDF Spring meeting: April 21 12:00 2:30 CT

Meeting adjourned at 11:30 am. on September 24, 2021 36 members on the call 9/22/2021. 24 members on call 9/24/2021.

Respectfully submitted,

Debra Wendorf Boyke National Secretary



National Secretary Report – April – September 2021 (not inclusive)

- 1. IDF surveys/questionnaires
 - a. Three (3) Questionnaires
 - b. Calf management survey
 - c. Use of Dairy Terms survey
- 2. IDF administrative
 - a. IDF elections: circulation of extension and update to the US-IDF Board
 - b. Coordinated obtaining US-IDF feedback to IDF on strategy plan draft; two phases/two parts
 - c. UN FSS multiple update emails/info to members
 - d. Worked with members to secure multiple examples for the DDR Case studies document
 - e. IDF program of work to members
 - f. Promoting various webinars to members
 - g. Promoting World Milk Day to members
 - h. Attended May 7 NS meeting and June 1 mid-year National Secretaries meeting and General Assembly
 - i. IDF Advocacy toolkit for UN FSS to members
 - j. Circulation of observer reports and comment papers
- 3. US-IDF
 - a. Membership work: dues reminders and follow up; member requests including several nominations to SCs, TF, AT
 - b. Follow up with three new board members and orientation session
 - c. TAG follow up with Chris T and Wendy W; attended June TAG meeting
 - d. Website updates
 - e. Request for submissions for Dairy Sustainability Outlook report
 - f. Analytical week coordination and document sharing
 - g. IDF publication orders and subscriptions
 - h. Several SC interactions and circulation of documents needing member input
 - i. Communications with US TAG, US-IDF on scorched particles review process/input
 - j. Coordinate request for Animal Health Newsletter
 - k. Membership committee meeting
 - I. IDF Dairy Conference and business meeting information to members
 - m. Follow up re: delegate for Codex meeting/topic: FOPNL meeting
 - n. Circulated Circular on Nominations for SPCC Farm Management position
 - o. Circulated IDF Board Guidance on cell-based work
 - p. Preparation for US-IDF fall meeting; IDF business meetings



Financial Report Year-to-Date 2021 September 1, 2021 Executive Only

Balance Sheet Narrative

Assets

- The current assets of \$296,956 reflect the business checking and money market accounts held by US-IDF.
 - The TD Ameritrade account principle is listed as the investment in stock of \$14,066.
- The Balance Statement Sheet through September 1, 2021, is \$311,022.

Operating Income Narrative

Membership Dues Update

- \$108,100 of dues income has been received as of September 1, 2021, which is 87% of budget. Unpaid Membership Dues are \$9,500. This includes 2 members from 2020 not renewing and 1 new member in 2021. There are 2 corporate and 2 institution members pending renewal.
- US-IDF will work to achieve the membership dues budget with follow up about 2021 dues and work on identifying new member prospects. Second notices continue to be sent and communications have occurred with those members still outstanding. The Membership Committee will be engaging on new member recruitment in Q4 of 2021 and into 2022.

Interest

- Interest for the money market, short-term CDs, and dividends is \$977 as of September 1, 2021, which reflects the current interest rates.
- Interest rates have decreased in 2021 resulting in lower interest income for the year. The CDs came due in June 2021. Due to very low interest rates, all moneys from the CDs were put into the money market checking account which earns 0.02 interest. This is as good as or better than current CD interest rates with the money not being tied up for a term.

Investment

• The TD Ameritrade account is through August 2021. The account has increased \$728 this year with a continued slight upward trend on return from January through September compared to 2020. This is a reflection of the recent market trends.

Income Summary

• Income is for the first 8 months of FY 2021.

Expense Narrative

IDF Dues

• IDF Brussel dues were paid in March with the conversion resulting in \$974 less than budget. The conversion rate of US Dollars to Euros was higher than previous years, but under the estimated amount in the budget preparation.

Other

• There are 8 months of reporting in 2021. At this point, most expenses are on or below budget. Meeting and travel expenses will not be incurred for the second year in a row due to the resurgence of the COVID-19 pandemic.

Other Activities

- Business volumes were reviewed along with definitions to determine the Class and Level for the 2022 US IDF dues. These numbers will be used for development of the US-IDF FY 2022 Membership Income in the proposed budget.
- Paperwork with Park Bank to update US-IDF accounts with Adam Brock as an authorized signer is awaiting information and follow up from Adam.

Projection for 2021

- The Actual Minus Budget Net Margin is currently \$22,657 through September 1, 2021.
- The budget for 2021 is a net margin with a deficit of (\$17,560) on operations.
- At this point in the year it is projected the income to be (\$9,300) below budget or 93% of budget for the year.
- Most expenses are close to YTD budget with a few exceptions:
 - The IDF Brussels dues being \$974 less than budgeted
 - Subscriptions/Publications being \$1,329 more than budget which is matched some by additional income.
 - Travel expenses have not been incurred due to the COVID-19 pandemic. This meant the budgeted amount of \$16,000 total for Board/Membership Mtgs, Educational Seminars, and Staff Travel will not be incurred.
- The projected margin on operations after the first 8 months is estimated at a margin of (\$9,166) due to a net membership change from the time the budget was prepared in September 2020 and the exceptions in expenses noted above.
- The projected US-IDF assets of \$301,856 at the end of FY2021 will have 2.0 times yearly operating expenses which is still in the range established by the US-IDF Board for reserves.

US-IDF Balance Sheet

As of September 1, 2021

	Sep 1, 21
ASSETS	
Current Assets	
Checking/Savings	
1025 · Business Checking-Park Bank	36,655.58
1026 · Money Market Acct-Park Bank	260,300.28
Total Checking/Savings	296,955.86
Total Current Assets	296,955.86
Other Assets	
1300 · Investments-Stock	14,066.00
Total Other Assets	14,066.00
TOTAL ASSETS	311,021.86
LIABILITIES & EQUITY	
Equity	
3900 · Unrestricted	305,925.19
Net Income	5,096.67
Total Equity	311,021.86
TOTAL LIABILITIES & EQUITY	311,021.86

US-IDF Financial Standing Budget vs. Actual

January 1 through September 1, 2021

	Jan 1 - Sep 1, 21	Budget	Actual Minus Budget	Actual vs Budget % of Budget
Ordinary Income/Expense				
Income				
4000 · Membership Dues	108,100.00	124,200.00	-16,100.00	87.04%
4100 · Subscription/Publications	3,383.00	3,500.00	-117.00	96.66%
4200 · Interest/Dividend	977.45	1,500.00	-522.55	65.16%
4400 · Misc	0.00	200.00	-200.00	0.0%
4500 · Unrealized gain on investments	728.00	500.00	228.00	145.6%
Total Income	113,188.45	129,900.00	-16,711.55	87.14%
Expense				
5010 · IDF Dues	56,500.60	57,475.00	-974.40	98.31%
5020 · Subscriptions/Publications	3,829.21	2,500.00	1,329.21	153.17%
5030 · Memberships	325.00	450.00	-125.00	72.22%
5040 · Professional Fees	1,582.00	3,000.00	-1,418.00	52.73%
5050 · Postage	55.00	200.00	-145.00	27.5%
5060 · Printing and Copies	114.26	300.00	-185.74	38.09%
5100 · Office Supplies	367.24	500.00	-132.76	73.45%
5200 · Rent/Utilities	1,638.72	2,185.00	-546.28	75.0%
5400 · Telephone/Fax	1,596.86	1,900.00	-303.14	84.05%
5500 · Internet Services	1,350.00	6,500.00	-5,150.00	20.77%
5600 · Bank Charges/Tax/Fees	485.95	700.00	-214.05	69.42%
5700 · Insurance	496.91	2,750.00	-2,253.09	18.07%
5800 · Board/Membership Mtgs	0.00	2,000.00	-2,000.00	0.0%
5810 · Educational Seminars	0.00	2,000.00	-2,000.00	0.0%
5900 · Staff Travel	0.00	12,000.00	-12,000.00	0.0%
6115 · Contracted Management Services	39,750.03	53,000.00	-13,249.97	75.0%
Total Expense	108,091.78	147,460.00	-39,368.22	73.3%
Net Ordinary Margin	5,096.67	-17,560.00	22,656.67	
Margin	5,096.67	-17,560.00	22,656.67	

US-IDF Discussion Points for 2022 Budget September 9, 2021

<u>Income</u>

Organization Financial Standing

US-IDF is projected to have total assets of \$301,856 at the end of FY 2021 and is budgeted to have assets of \$297,856 at the end of FY2022. US-IDF has a solid reserve position of 2.0 times the annual operating budget. The established threshold is a 24 month (2.0 times) operating budget reserve which would be about \$295,000 at year end 2022.

FY 2022 Dues Income Projections

US-IDF Membership Dues Income projection for FY 2022 with Membership Dues Rates based on Membership Committee recommendations and approved by the US-IDF membership estimated for member numbers per Category and Level:

Membership Category and Level	Proposed Dues Amount	Projected Number	Budget Numbers for 2022 Budget
Institution - 1	\$2,000	2	\$4,000
Institution - 2	\$1,000	0	\$0
Institution - 3	\$2,000	3	\$6,000
Total Institution		5	\$10,000
Corporate - 1	\$2,000	2	\$4,000
Corporate - 2	\$3,500	3	\$10,500
Corporate - 3	\$5,000	12	\$60,000
Total Corporate		17	\$74,500
Sustaining - 1	\$3,500	3	\$10,500
Sustaining - 2	\$7,000	6	\$42,000
Total Sustaining		9	\$52,500
Member Totals		31	
Total Income			\$137,000

Other income notes

Interest rates have decreased in 2021 resulting in lower interest income for the year. The CDs came due in June 2021. Due to very low interest rates, all moneys from the CDs were put into the money market checking account which earns 0.02 interest. This is as good as or better than current CD interest rates with the money not being tied up for a term.

Money Market rates are currently very low with an interest rate 0.02%.

Interest and dividend income is projected at \$1,800 for FY 2021 with the expectation to achieve a much lower level of income in 2022. Thus a reduction in Interest/Dividend Income is budgeted.

Investment notes

Current stock investments will be a slight gain (on paper) for 2021 based on current market projections. A small rebound is expected for FY 2022. This income has to be included in the operating income, but is not readily available.

Total Revenue

Total revenue for FY 2022 reflects the new membership categories and levels.

Expenses (most expenses stable from 2020 and 2021 amounts)

2022 IDF Dues

IDF dues to Brussels for 2022 have not been confirmed but management has budgeted for a 2.5% increase to cover any change.

IDF-Brussels dues assumptions:

€47,100 (based on 2021) and 2.5% increase = €48,275

€48,275 X 1.24 exchange rate = \$59,861 expense for FY 2022

FY 2021 actual dues cost was \$56,501. FY 2022 IDF dues are estimated as an increase of \$3,360 based on the estimated exchange rate.

Subscriptions and Publications

Publication sales have been very small for the last five years. These orders have a small margin to US-IDF.

Internet Services/Web Site

The amount budgeted of \$3,000 for 2022 is less than 2021 as the website was redone in 2020. The amount includes maintenance in 2022.

Insurance

Coverage was reviewed for Director's and Officer's (D and O) and Employee Practices Liability Insurance (EPLI) policies at \$1 million with no deductible. This should renew at the same rate but will not be confirmed until late November.

Staff Travel

FY 2022 estimates include registration fees, lodging and airfare for the 2022 World Dairy Summit (location in India), a yearly IDF National Secretaries' mid-year meeting (additional meeting started in 2013 and continuing) plus travel to US-IDF Fall meeting and Educational Session. The COVID-19 pandemic may continue to have travel at a minimum. Travel will continue to be replaced by calls, video meetings and webinars until it is deemed safe to travel. Travel will hopefully open up in 2022.

Management Fee

\$54,600 for FY 2022 for the contracted services provided by ReQuest Ltd. This is a 3% increase proposed by the Executive Committee. There was no increase in 2021.

Overall Results

Overall Results of the Proposed FY 2022

The overall results of the Proposed FY 2022 US-IDF Budget are a negative margin of (\$4,966). This reflects a return to in-person meetings and travel plus the new membership category and level dues structure.

US-IDF Financial Standing 22 Budget - 21 Projection Proposed FY 2022 Budget Dues 2017 Rates Sept 9, 2021

	21 Budget	21 Proj	22 Budget	22 Budget minus 21 Proj	22 Budget vs 21 Proj as %
Ordinary Income/Expense					
Income					
4000 · Membership Dues	124,200	114,200	137,000	22,800	120.09
4100 · Subscription/Publications	3,500	3,500	3,500	0	100.04
4200 · Interest/Dividend	1,500	1,800	1,200	-600	66.7
4400 · Misc	200	0	200	200	0.0
4500 · Unrealized gain on investments	500	1,100	750	-350	68.2
Total Income	129,900	120,600	142,650	22,050	92.8
Expense					
5010 · IDF Dues	57,475	56,501	59,861	3,360	105.9
5020 · Subscriptions/Publications	2,500	3,880	3,000	-880	77.3
5030 · Memberships	450	450	450	0	100.0
5040 · Professional Fees	3,000	4,250	2,000	-2,250	47.1
5050 · Postage	200	100	120	20	120.0
5060 · Printing and Copies	300	300	300	0	100.0
5100 · Office Supplies	500	500	500	0	100.0
5200 · Rent/Utilities	2,185	2,185	2,185	0	100.0
5400 · Telephone/Fax	1,900	2,400	2,400	0	100.0
5500 · Internet Services	6,500	3,000	3,000	0	100.0
5600 · Bank Charges/Tax/Fees	700	700	700	0	100.0
5700 · Insurance	2,750	2,500	2,500	0	100.0
5800 · Board/Membership Mtgs	2,000	0	2,000	2,000	100.0
5810 · Educational Seminars	2,000	0	2,000	2,000	100.0
5900 · Travel	12,000	0	12,000	12,000	100.0
6115 · Contracted Management Services	53,000	53,000	54,600	1,600	103.0
Total Expense	147,460	129,766	147,616	17,850	113.8
Net Ordinary Margin	-17,560	-9,166	-4,966		
Margin	-17,560	-9,166	-4,966		



US-IDF Membership Structure

Institution (approved September 29-30, 2020)

Includes universities, colleges, and government departments or agencies

- 1. Federal Government membership
- 2. State Government membership
- 3. Academic Institutions

For 2022, dues would be:

- 1. Federal Government: \$2000
- 2. State Government: \$1000
- 3. Academic Institutions: \$2000

Corporate (approved September 29-30, 2020)

Includes all companies, cooperatives, partnerships, limited liability companies and sole proprietorships.

Based on Gross Annual Receipts - past fiscal year; to be self-declared

Level 1: \$0 million to \$10 million Level 2: \$10 million to \$100 million Level 3: >\$100 million

For 2022, dues would be:

Level 1: \$2000 Level 2: \$3500 Level 3: \$5000

Sustaining (Approved April 15, 2021)

Includes state, regional, national and international dairy product trade, scientific and/or promotion associations/ organizations.

Based on Gross Annual Receipts - past calendar year; to be self-declared Level 1: \$0 million - \$5 million • \$3,500in 2022 and moving to \$4,000 in 2023 Level 2: >\$5 milli on • \$7,000 in 2022 and moving to \$7,500 in 2023

Proposed 2022 and 2023 dues:

Level 1: \$3500	\$4000
Level 2: \$7000	\$7500