

American Romney Breeders Association
Minutes of Old Board Meeting
Thursday, August 25, 2022 7:00 pm Eastern

Call to Order and Roll Call. The Old Board Meeting of the American Romney Breeders Association was called to order at 7:08 eastern time on Thursday, August 25, 2022 by President Anne McIntyre-Lahner.

<u>Present</u>	<u>Absent</u>
Anne McIntyre-Lahner-President Charlene Carlisle-Vice President Marianne DiTaranto-District 1 Penny Swearingen-District 3 (joined during Committee Reports) Sue Kalina-District 4 Carol Pasheilich-District 5 Betsy McPherson-District 6 Melissa Wubben-At Large (joined during Committee Reports) Rick Trojanoski-At Large	Amy Miller-District 2

Review of July 19, 2022 ARBA BOD Meeting Minutes. Sue moved to accept the minutes of the July 19, 2022 minutes. Charlene seconded the motion. The motion carried.

Review of August 9, 2022 ARBA BOD Meeting Minutes. Charlene moved to accept the minutes of the August 9, 2022 ARBA Board of Directors meeting. Marianne seconded the motion. The motion carried with one abstention.

Secretary's Report. Major recent activities have included working with Advertising Committee to organize Romney banner orders. Membership Directory has been maintained. The secretary has attended committee meetings when appropriate and maintained communication with membership. Charlene moved to accept the Secretary's Report as read. Rick seconded the motion. The motion carried.

Treasurer's Report.

The Fiscal Year 2021-2022 Balance Sheet was shared.

Current balances:

Wells Fargo Account:	\$27,092.43
Paypal:	\$1,764.27

Charlene moved to accept the Treasurer's Report as read. Rick seconded the motion. The motion carried.

District Reports.

District 1. The last of the summer shows are wrapping up, and the Big E will be held in September. Joe Miller has passed away, and Marianne plans to write an article for the Romney Ramblings about his contributions to the Romney breed and ARBA. Duck Feet Shoes is currently running and advertisement featuring Romney Breeder Theresa Walker's Romney wool shoes.

District 2. No report available.

District 3. No report available.

District 4. Preparations for the Oregon State Fair have kept District 4 busy. Today is the wool judging, and other shows and events are planned for the upcoming days. Working with the Oregon State Fair personnel has been a great, cooperative experience.

District 5. The Board thanks outgoing District 5 Director Carol for her dedication to the Board, and especially for staying in that role for an extra year.

District 6. No report available. District 6 is looking forward to the fresh ideas and energy of incoming District 6 Director Jeff Stump. The Board thanks Betsey for serving as Director and for sharing her ideas.

Committee Reports.

Advertising committee. Members: Rick Trojanoski, chair, Charlene Carlisle, Carol Pasheilich, Melissa Trojanoski, Theresa Walker {joined in May}

A full page add promoting ARBA and Romneys appeared in the Banner Magazine Dec/Jan issues This was the work of the previous advertising committee chaired by Penny Sweringen.

The committee continues to struggle with the booklets and brochures that are grossly out of date. After exhausting all option we have concluded that we are going to have to start from scratch. Melissa has offered to rework the Romney brochure in a sharable format so all committee members will have input.

The committee reviewed and approved the two educational banners created by Melissa and offered them and the ARBA farm signs to the membership. We sold 11 Farm signs and 12 sets of the educational banners.

We have again begun looking into branding Romney wool and meat products this time on a smaller scale.

Respectfully submitted,
Rick Trojanoski

Rick moved to reimburse Melissa Trojanoski for the set of ARBA banners she purchased as a thank you for her work in designing the banners. Sue seconded the motion. The motion carried.

AI/ET Committee. The AI/Et Committee reviewed the recommendations of the 2020-2021 AI/ET Committee which had not yet been presented for approval to the BOD. The members researched the AI/ET Policies for other breed associations and began the task of revising the policy and updating the forms. Aspects of the revision progression on semen importation requirements, domestic AI collection, ARBA registrations and embryo transplant, including updated forms have been presented to the BOD but not yet voted on. Both the committee and the BOD are waiting for final revisions so that the entire package will be voted on one time. The committee will meet to discuss the last two pieces.

By-Laws Committee Report. In an effort to update the By-Laws Document to ensure it is consistent with the BOD minutes and current, the By-Laws Committee performed the following actions:

- Reviewed the Board of Directors' minutes from 2011 through the present to identify revisions voted on and approved by the board and documented in the minutes that needed to be included in the current document.

- While reviewing the minutes from 2011 to the present, the committee also identified the Policy and Procedure updates that were voted on and approved that needed to be added to the Policy and Procedures Document. (the Policy and Procedures Committee updated the current document).
- Identified and is working on changing the verbage to correctly reflect the Junior membership requirements for junior members and voting privileges.
- Working on updating the verbage which will allow board members attending the Annual Meetings (Old Board, Annual Meeting and New Board), both in person and electronically to receive credit for attendance equally.

Data and Document Control. Members: Emma Rogers, Georgina Anderson, Anne McIntyre-Lahner, Penny Swearingen

- Ad Hoc Committee was formed to address the gaps in management of ARBA Official Documents.
- Committee investigated options for the storage of Official ARBA approved documents providing security plus accessibility to Board and ARBA members as needed. Former method of hard copy stored in banker boxes is expensive, cumbersome and difficult when performing ARBA business in modern technology.
- Roles are not defined in management of the documents regarding Administration of ARBA documents on-line.
- Who has authority and responsibility to change the documents once the Board approves a change is not clearly defined.
- Board members may not have access to important documents such as Policy and Procedures because they do not have access to the on-line system the document is stored in.
- Website is the tool for communicating and educating to ARBA members not the place where ARBA Board of Directors business is performed.

Committee recommendation presented at the 8/25/22 Old Board Meeting prior to the Annual Meeting.

Education Committee. Members: Melissa Wubben(IA), Tammy Feehan(OH), Penny Swearingen(MI), guest member Emma Rogers(MA)

- Provided Educational Program for 2021 Annual Meeting- Susan Schoonan “Parasite Management
- Educational Topic Series in Romney Ramblings “Romney Wool: The Value Wool Brings to the Romney Sheep Farm”
- Assists with generating topics for Rambling Questions to the General Membership.
- Brainstorming what Educational Topic would work well in a series for the Ramblings in 2022-2023.
- -Challenged with ability to present Educational Presentations at Annual Meeting in Restaurant’s known for high level of noise from patrons, not having designated room for meeting and Internet connectivity.
 - Just because it is a Sport’s bar with TV’s does not mean there is a way to connect to the Internet or share the screen during a Zoom meeting
 - 2021 the Zoom presentation by the Guest was well received from ARBA members joining remotely. In person members could not hear or have enough internet to be able to enjoy the presentation.

Membership Committee. Members; Rick Trojanoski, Anne McIntyer-Lahner, Georgina Anderson
The committee recommends development of a membership handbook, either electronic or hard copy that includes the following:

- Welcome letter from the president
- Code of conduct
- Policies and procedures
- Contact info for board members
- Bylaws
- Letter from ramblings editor

The printing of a directory for this year has been determined to be impractical as the earliest it could be ready is the end of October. It is felt that time would be better spent focusing on next years directory with a publish date of late spring.

The online directory [website] should only list current members. A separate website file of the previous two years membership should be included online.

The Board should explore when ARBA memberships should expire. Currently, this is on February 1st. Some discussion has been had about memberships expiring on March 1st instead. Also, the line about pro-rating ARBA dues paid after July 1st should be removed from the current version of the Policies and Procedures.

Policy and Procedures Committee. Over the past year the Policy and Procedures Committee worked on the following items which were approved by the BOD:

- Reviewed and updated the Special Registration Policy and created a new application.
- Created a Budget Ways and Means Committee and the governing policy.
- Edited the Policy and Procedure Document to reflect the voted on and approved updates found by the By-Laws Committee in the BOD minutes from 2011 to the present.
- Reviewed and changed the timeline for elections procedures leading up to the annual meeting.

Romney Ramblings. First of all, I would like to thank you all for the support I have received as the new editor for the Ramblings. JoAnn left big shoes to fill and I hope I have done a decent job at that. I love editing this publication and appreciate your trust in me. Let me know if you want to see something different or have any ideas for improvements. This is YOUR newsletter and I work for YOU!

It is a joy to read the articles you send in for each publication - the updates on your districts are the best part.

I got a request a few issues ago to add a section on "Flock News - the Human Side of Things". Please keep sending in birth, wedding, graduation and major life accomplishment news! Photographs of these events as well! Life events are often better when there are extra people screaming "HUZZAH" in unison.

I do have one request, I try to send out reminders of the upcoming deadlines at roughly one month and then again at one week. I allow myself one week after that deadline to actually sit down and put the issue together. Please try your best to meet those deadlines as I have set aside time to devote to the Ramblings and often when I miss that window my life is packed with other obligations. If I am aware that something is headed my way and will be delayed by a few days it doesn't slow me down at all, I just save a space as I start the layout. I guess what my request boils down to - communication is key!

Again, thank you for your trust in me.

The next deadline is September 9th. (Side note - the reminder went out late this time - I am guilty as charged!)

Youth Committee. The Romney juniors have been very busy participating in a variety of shows this summer!

Website Committee. The members of the website committee were trained by the webmaster Richard about update key aspects of the ARBA website in the spring. Some part of the website are easy to updating and maintain, while other aspects continue to be challenging. The committee recommends examining the possibility of charging for advertisements posted on the ARBA website for a six-month period.

Ways and Means Committee. The Ways and Means Committee was established as a standing committee. Sue, Charlene, Anne and Georgina established a budget for 2022-2023.

Old Business.

2020-2021 ARBA Directory. This will be added as a PDF scan to the Member Services section of the ARBA website.

ARBA Facebook page access. Stephanie Booren talked to Randy and asked to take over administrative duties of the ARBA Facebook page. This should be a simple task on Randy's phone, and hopefully can get taken care of during the weekend of the Oregon State Fair.

Subscription to Google Workspace. The Ad Hoc Documents and Data Control Committee recommends that the ARBA Board of Directors purchase a subscription to Google Workspace for \$150 per year as a way to streamline communication and to have an appropriate space to maintain all official ARBA documents. Rick moved to purchase a subscription to a Google Workspace. Marianne seconded the motion. The motion carried.

New Business.

No new business was discussed.

Adjournment. Charlene moved to adjourn the meeting at 8:38 pm eastern time. Melissa seconded the motion. The motion carried.