

American Romney Breeders Association
Minutes of the "Old Board" Board of Directors Meeting
Friday, September 1, 2023 2:30 pm eastern

Call to order and roll call. The meeting was called to order at 2:35 by ARBA President, Anne McIntyre-Lahner.

<u>Present</u> Anne McIntyre-Lahner-President Charlene Carlisle-Vice President Marianne DiTaranto-District 1 Scarlet Lamphier-District 2 (remote) Penny Swearingen-District 3 Sue Kalina-District 4 Jeff Stump-District 6 (remote) Stephanie Booren-At Large Rick Trojanoski-At Large *Note: secretary/treasurer also joined remotely	<u>Absent</u> Tracy Haslem-District 5 Melissa Wubben-At Large
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Approval of Minutes. Sue moved to approve the minutes of the June ARBA meeting and Marianne seconded the motion. The motion carried, and the minutes of the June ARBA meeting were approved.

The board requested that the winners of the District 1, 3 and 5 elections who ran unopposed and the ARBA officers be added to the July minutes. Additionally, the wording of an amendment to an amendment needed clarification, and the Website committee's report needed additional details included. Rick moved to approve the minutes of the July ARBA meeting as edited. Charlene seconded the motion. The motion carried.

Secretary's Report. ARBA currently has 215 members, and upkeep of the online membership directory has gone much more smoothly than in previous years. Highlights of the previous year have been ongoing communication with ARBA members, especially through mass-emailings, and communications with Associated Registries. The election of District 1,3 and 5 Directors, one At-Large Director and ARBA President and Vice President went smoothly and efficiently this year. We are transitioning to Google software for document storage, which will allow ARBA to have control of who has viewing and editing privileges for ARBA documents. Finally, some of the basic website maintenance tasks, including upkeep of the calendar of events, has been accomplished.

There was discussion regarding long-term storage of the video recording of ARBA meetings to save space in the Google drive. Storage is not an issue at this time, but the video recordings are not essential artifacts considering the transcripts of meetings can be easily kept and require very little digital space. Rick moved that the Secretary's Report be approved. Charlene seconded the motion. The motion carried.

Treasurer's Report. Review of the Treasurer's report was tabled until the "New Board" meeting. The treasurer will send a PDF of the two August reports to the board.

Audit Report. Jeff and Melissa completed the audit of ARBA financial documents. The findings of the audit, included below, were read by Anne.

Melissa's report of audit: The ARBA secretary/treasurer, Georgina Anderson, provided the monthly checking/savings account statements, yearly Paypal account summary, and her excel tracking of ARBA finances. Additionally, she was available to answer questions that arose during review, which she did promptly and thoroughly.

In addition to reviewing the above materials, I also utilized board meeting minutes to compare reports and discussion of transactions and financial matters. I questioned some transactions where I had not found corresponding data, and found all to be sound with the additional information.

Findings: All transactions to be in order and consistent with board discussions. No documentation or spending errors found.

Jeff's report of audit: Upon review of the bank statements and Paypal activities of the American Romney Breeders Association it appears that financial matters are being transacted with diligent care and ethical handling. It would also seem that the treasurers' reports presented at the board of directors meetings correctly reflected the activity of the ARBA accounts. The only questions that I had were as to the recipients of checks written by the association, through Melissa Wubben's questions were easily answered by Georgina. At this time, I am confident that the ARBA funds, and reporting of said funds are accurate and transparent as per treasurer's reports.

District Reports.

District 1, Marianne DiTaranto. Romneys have been showcased at local and regional shows throughout District 1. The Big E is coming up in September, and we expect Romneys to be well-represented at that show. Next year the National Romney Show will be at the Big E on Sept 23, 2024 and District 1 is already setting plans for that event in motion.

District 2, Scarlet Lamphier. The New York State Sheep and Wool Festival in Rhinebeck, NY will be happening in October. Scarlet will follow up with other ARBA board members about protocols for using ARBA funds for prizes at district/regional shows.

District 3, Penny Swearingen. Lots of state fairs are happening in District 3. A Romney was named Supreme Ewe at Michigan Fiber Fest, and a Romney fleece was reserve champion at that show. Several showmanship class winners were showing Romneys. Pitchfork Farm generously donated a \$25 prize for the best Romney fleece at Michigan Fiber Fest.

District 4, Sue Kalina. ARBA farm signs were presented to winners at the Oregon State Fair Romney Show. Special prizes were given at the junior Romney show at the Oregon State Fair as well. Romneys did great in supreme drives and fleece shows also.

District 5, Tracy Haslem. Not available to present a report.

District 6, Jeff Stump. State fairs in the western part of District 6 are beginning.

Committee Reports.

Document and Data Control Committee (ad hoc): The Document and Data Control Committee has been working to clarify who in ARBA and on the Board of Directors has access to and editing rights for official ARBA documents. A Google account has been established for storing ARBA documents. Written protocols for editing and accessing ARBA documents are in-progress.

Advertising Committee. The Advertising committee's main focus over the past year has been working on developing a branding program for Romney meat and wool products. The development of two new banners, one featuring Romney yarn, and one featuring Romney Lamb are also in the works. We have begun developing recipe cards featuring American Romney Lamb. We are also exploring the possibility of opening an Etsy print on demand store, where we can feature numerous promotional products at no upfront costs to the association.

AI/ET Committee. The AI/ET committee has updated many policies and procedures relating to AI/ET this year. They have also updated several forms, which have been approved by the ARBA Board. The committee has created a Frequently Asked Questions page with guidelines for ARBA members, which will be posted on the ARBA website.

Bylaws & Policies and Procedures Committee. During the last year, the Bylaws Committee and Policies and Procedures Committee were combined into one committee with two branches. Each branch has a leader, while the committee has one chair. This restructuring will allow for greater communication between individuals maintaining and updating official ARBA documents.

Education Committee. The Education Committee is continuing to write and publish educational articles in the Romney Ramblings. The current series of articles is about "Testing". Please send the committee any suggestions you may have for future articles that fall under the topic of "Testing" or that may be part of future educational series.

Membership. The membership committee's main focus this past year was to re-introduce a printed membership directory. After receiving three quotes to compile and print the directory, it became apparent that it would not be cost-effective. Due to requests from members the committee has once again begun working on assembling a directory. Anne has graciously volunteered to do the typesetting which will make the directories much more cost-effective. We hope to have the directories available online by the end of the month.

National Show and Sale Committee. The national show and sale committee presented a recommendation to separate the National Junior Show from the National Open Show and host it at the All-American Junior Show. The Board approved that the National Romney Junior Show be held at the All-American Junior Show starting in 2024 through 2032, except when the National Romney Open Show will be held on the west coast where the National Romney Junior Show will be held in conjunction with the National Romney Show, to be re-evaluated in 2030.

The national show and sale committee has discussed changing the show rotation and frequency to occur more often like other breed shows and how the national show can best serve our members. The results of the July 18th board meeting is as follows:

2023 at NAILE, 2024 on the east coast, 2025 at NAILE, 2026 on the west coast, 2027 at NAILE, 2028 on the east coast, 2029 at NAILE.

The rotation of the National Romney Show will be reviewed in 2027 to determine the locations of the National Show for the years 2030 through 2036. We hope this will be beneficial for all members. In addition, the National Open Show location will be announced three years in advance so members can plan accordingly.

In the July 18th board meeting, it was also determined that the 2024 National Romney Show be held at the Eastern States Exposition in Springfield, Massachusetts.

Lastly, the committee also recommended (and the board approved) a continuance of the committee to help plan and guide all future national shows and national sales.

Ways and Means Committee. The 2023-2024 ARBA Budget has been developed and approved by the ARBA Board. Additionally, the Ways and Means Committee has required year-to-date reports of ARBA finances, which show year-to-date income and expenses as compared to the approved budget, instead of monthly transaction reports.

Website Committee. August's updates included:

- created a Romney Ramblings Newsletter page and linking all of the past editions on it
- created a quick link for the Ramblings on the homepage (currently the only way to get to this page)
- moved the Color Genetics page under the About Romney's page
- moved the Links page under the Reference page fixed the broken picture link on the ARBA History page
- removed the Classifieds button from the navigation menu (Stephanie disabled the page several weeks ago)

Previously, Stephanie created the membership directory quick link on the homepage. By reducing the number of home buttons, all the home buttons fit on one line in a PC view. Some of

those are major changes, hopefully everything makes sense, making it less cluttered and easier to navigate the website.

Youth Committee. Youth shows this summer for Romney Juniors have been great. Charlene maintains an active Facebook page to communicate with ARBA Juniors, promoting events and spotlighting juniors' accomplishments. Charlene is diligent about getting parental permission when posting photos or information about individual juniors. The committee is considering the best options for printed publications that may share Romney Junior information, including The Banner and Ringside magazine.

New Business:

Rick moved that the 2024 ARBA Annual Meeting be held in conjunction with the Big E show, which will host the National Romney Show in 2024. Marianne seconded the motion. Marianne has already reserved the venue for the meeting and described the menu options that will be available. There was some discussion about making sure the meeting venue is as accessible as possible for all ARBA members. The motion carried.

Permissions of ARBA Facebook Page. A person who is a non-ARBA member currently has administrative access to and control over the ARBA Facebook page. This individual has threatened to change permissions to the page and/or make changes to the page, including threatening to delete the page. Tracy Haslem has been added as an administrator on the ARBA Facebook page, and has the authority to remove the non-member as an administrator, but has not taken that action thus far. The Board discussed that the ARBA president, currently Anne, could be added as an administrator on the ARBA Facebook page by Tracy, and once Anne has administrative permissions, could remove the non-member from the role of administrator. Stephanie moved that Tracy change Anne's permissions to Administrator of the ARBA Facebook page, then remove the non-ARBA member from the Administrator role. Rick seconded the motion. The motion carried.

Adjournment. The meeting of the ARBA Board of Directors was adjourned at 4:10 pm eastern.