

Pygora Breeders Association January 2020 Board Meeting Minutes

President Nan Nichols opened the regular quarterly meeting on January 13, 2020, via Facebook Workplace. All directors reported as present: Fran Bishop, Chris Utterback, Ruth Hawkins, Nan Nichols, Christine Nauman, Collen McGee. Other PBA members present as guests were Maggie Leman, Erica Brown, Kari Schroeder, Amanda Sadowski, Julie Case, Debbie Eubanks, Beverly Vanhook Screy, Korina Groff, Brette Soucie, Deborah Christensen, Lisa Roskopf.

Minutes from the October 2019 meeting of the board were posted by Christine Nauman and approved. Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

Fran Bishop submitted a Treasurer's report (2019 3rd quarter) that was posted and approved: Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

All committee reports below were submitted by Ruth Hawkins, posted and approved: Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

January 2020 PBA Reports

Committee Reports:

Breed Standard Committee

Chair: Erica Brown Members: Lisa Roskopf, Ruth Hawkins

No new information from the committee.

Educational Fund Committee

Co-Chairs: Julie Case juliewgw@gmail.com & Patricia Young info@yaklady.com Members: Christine Nauman

No request for funds have come through to date. I will correspond with the committee to make plans for advertising in the next Newsletter.

Fiber Committee

Chair: Amanda Sadowski sunorahfarm1@gmail.com Members: Debbie Eubanks

The Fiber Committee has created an "Informative Guide to Finding a Fiber Mill" for its members to assist and walk them through the process of finding a fiber mill that is right for them. Our hope is to have this document available to all members on the PBA website under "Fiber Mills" to assist them in knowing the right questions to ask a mill and find one that is capable of working with Pygora fiber. Through the Fiber Committees experience as breeders and producers we have seen many mills come and go throughout the years as well as mills that once processed Pygora deciding to go in a different direction. Thus, the Fiber Committee believes it is in the best interest of its members to educate and walk them through the process of finding a mill in lieu of creating a fiber mill list.

Judges Training Committee

Chair: Lisa Roskopf lisa@hawksmtnranch.com Member: Liza Sanford-Crane

About a year ago I agreed to chair the Pygora judges training committee after the previous members resigned in mass. I was unable to get some of the materials forwarded on to me so I set about gathering and recreating some of the materials that would be needed to prepare to certify new judges.

I reached out to the most recently certified PBA Judge, Ruth Hawkins, and she mailed me a copy of her Judges Training Manual and the PBA Judge's Test. Once these were received, and the other materials gathered, I reached out to Liza Sanford-Crane, to join me on the judge's training committee. Liza is from Elkton, MD and is a long time PBA member and PBA judge. She brings lots of experience as she has judged Pygora goats at the OFFF in Oregon, the MFF in Michigan and the SAFF in North Carolina. Liza is also a technical writer by trade and brings her invaluable skills to the Judges Training committee. I have found her to be a very effective person to work with.

Next, Liza and I took on the task of reviewing the Judge's Test itself. We wanted to make sure it was clear and consistent with the Judges training manual. We reviewed both the Judges Training Manual and the Judge's Test, we also received feedback from our 2 newly certified judges. We took this information and made some corrections/clarifications to some of the original test questions and noted them in the Judge's Training Manual for a later update.

Since Liza and I took over the Judges training committee, we have certified 2 new PBA Judges, Amanda Sadowski from Lake Village, Indiana and Erica Brown from Scappoose, Oregon. We have also received 2 more judge's applications.

Below, is a summary of our time as the PBA Judges training committee:

Re-created materials for the PBA Judges training committee as follows:

- Judge's training manual including 5 extra ready-to-ship manuals
- Judge's Training Manual cover letter
- Fleece samples put together for Judges training manual and Judges test
- Judge's practice test
- Judge's test
- Judge's test answer key
- Judge's Code of Ethics
- Judge,s certificate

Updates to judges training manual included:

1. Replaced the old PBA show rules section in the Judges training manual with the current PBA Show rules PDF file found on the PBA website regarding the permanent grand champion buck updates.
2. Replaced the PBA Breed Standard section in the Judges training manual with the current PBA Breed Standards PDF file from the PBA website regarding the updated PBA mailing address.

Judges training committee updates:

1. Certified 2 new PBA judges and requested update to PBA judge's list in newsletter and on PBA website.

2. Received Judges training application from 2 members and mailed out Judges training manual packet including: Sample judges test, fleece samples and the practical experience requirement form.

Some of the things we plan to work on in the future as time permits:

- Digitize the Judges training manual (We currently have a hardcopy version only)
- Tidy up the language in the Judges Training Manual.
- Make clarifications and update PBA Judge's test.
- Review the PBA Show Rules and make suggestions to the show secretary for rules editing.
- Review the Guidelines for Judging Pygora Goats and review with the Breed Standard committee.

Merchandise Committee

Chair: Erica Brown remymclean@yahoo.com Members: Ruth Hawkins

Budget: \$500

In the October 2019 meeting, Motion 19-10 passed and approved a \$500 annual budget for the Merchandise Committee to use. 2020 PBA calendars were ordered and are available for purchase in the PBA store. There are 4 more available in the store. Between Nov. 18-Dec. 22, 8 calendars, 1 stall sign, and one book bundle has been ordered from the webstore. A box of "Fiber Fun: The Pygora Goat Fiber Handbook", by Chris Utterback, arrived last week. These books will be available in the webstore shortly. We appreciate Chris's generosity in donating them to the PBA store. An order of PBA logo screen printed shirts will be made this spring. Watch for a preorder and new items for sale in the webstore!

Public Relations Committee

Chair: Kari Schroeder crickview@pocketinet.com Members: Collen McGee

Budget: \$1,250 per year (was increased during the last meeting)

The PR Committee is working on finalizing their comprehensive plan for 2020. We will plan to have a definitive plan ready to present at the next board meeting. Collen is also looking for volunteers willing to provide photos as well as be interviewed so she can write a story about "The Modern Pygora Breed and Breeder." This article would be for regional goat or agricultural related magazines. We are also updating the PR Committee itself. I emailed all PR Committee members asking if they would like to continue on the PR committee. Steve Young and Jill Gallagher have asked to be removed and April Bowling did not respond to the email (the email requested a response by January 6 in order to continue on the committee) so we will also remove her. I will notify the webmaster to update the website. The remaining members are me and Collen McGee. If anyone has recommendations for PR committee members, or is interested themselves, please feel free to contact Collen or me.

Youth Committee

Chair: Janet Tilp janettilp31@gmail.com Members: Karen Price, Christine Nauman

No report

Other Reports:

Newsletter Editor: Maggie Leman maggidans@msn.com

Printing Center USA seems to be working well for our basic newsletter needs. We could be running into an issue shortly though, with the next issue, depending on director nominations. In the past if we had more than one director running in a region we had to send out ballots in the newsletter. This is an entirely separate printing job, numbered ballots on colored paper, to be inserted into certain newsletters. I have no idea whether Printing Center USA has such services and how much extra that would cost. It is possible this would fall to someone else, the secretary or the registrar. I have not submitted my invoice for the December issue yet, but it is inline with the previous.

Registrar: Erica Brown pbaregistrar@aol.com

First and foremost I am providing the registration letter for the members of the PBA to view and to make a public record of it.

It is attached here:

December 13, 2019

Dear Madame President,

It is with a heavy heart that I must tender my resignation as PBA Registrar and Chair of the Breed Standard Committee. It is obvious I have not been supported to succeed in this position by many of the organization.

I would like any transition to occur after the Christmas holidays, January 6th, but no later than February 1st. I will not be able to begin transferring files and boxes until after January 6th.

I would like to remain a member of the Breed Standard Committee.

It would be my suggestion that prior to appointing a new Registrar, that a detailed job description to include all the numerous responsibilities be created. I would be happy to help, but truly think the job and next volunteer deserves to have clear instructions as to what their job entails and the continued separation of positions.

Sincerely,

Erica Brown

End of the year items:

There needs to be clarification as to where the original documents (Report of Awards and Class List Placings) need to be filed and kept. The board previously decided the originals would be send to the PBA office and the registrar would keep the records. The current PBA Show Secretary, Nan Nichols, has not sent any of the class lists with placements or original Report of Awards for SAFF or MFF. It is an issue that needs to be clarified going forward and addressed by the Board.

When I was appointed registrar, I was send two years' worth of Applications for Registrations, and told that Fran Bishop would be the archivist. As of this meeting, there is no job description or explanation of this role in our organization or how long documents will be stored or if items will be scanned, destroyed, etc. It is in the best interest of the registrar to have access to these records as transfers of animals, even as old as 10 years, occurred in 2020. As a board, this is something that needs to be clarified.

I am working on creating documentation as to what I have been taught, by my mentor, Lisa Roskopf, for the registrar position. I will also create a inventory list of items to be mailed and received by the new registrar. I did not receive one and recently was told I received a deposit

stamp to be used for depositing checks, but I did not. An inventory list will be helpful in making sure items are sent and received.

I am also creating documents that I did not receive from the prior registrar, the Income Sheet and the Registration spreadsheets that are used to record each registration in a written form, as a backup to the database.

Show Secretary: Nan Nichols fiatluxfibers@hotmail.com

The 2020 show season was our most vibrant ever!! PBA members hosted 18 shows over 5 venues, including a record number of buck shows. Each local Show Chair and judge received copies of a post-show review and summary. The PBA herdbook has been updated to include one more PGCH doe, one more PGCH wether, and our second ever PGCH fleece. High Point and Supreme Champion results for the 2019 show season are posted under the Shows/Events tab on the PBA website. A summary of the show season was written and printed in the Winter 2019 Pypeline. Certificates for the 2019 show season were mailed to individual owners in November, and include the following: 18 Grand Champion certificates, 3 PGCH certificates, 13 High Point certificates and 8 Supreme Champion certificates.

No applications for 2020 shows have been sent in yet, but work is ongoing to make 2020 another good show season. The Michigan Fiber Festival board just approved support for another double header show in August 2020, to include ribbons, facilities and judges compensation.

Treasurer: Fran Bishop rsapymies@aol.com

Treasurer's January Report: 1/6/2020

CD has a balance of \$2,575.09

Total Expenses to date are \$7,348.39

Approximate Income to date is \$8019.09

Bank Balance as of Dec 31, 2019 is \$21,884.55

There will be a more comprehensive report when I receive missing information.

Webmaster: Maggie Leman maggidans@msn.com

Report: 1/7

The breeder listing admin page has been added. The online breeder listing form may still be glitchy but we will have to see how it works for now. The hosting payment is coming up very shortly.

Old Business

ET Form

The Embryonic Transfer form was not ready for approval during the January meeting.

Continued until the April meeting.

New Business

Motion 20-1 Bylaws Revision Collen McGee Second: Christine Nauman

Bylaws Revision Article VI, Section B.

to allow future PBA board elections for directors to be held with an uneven number of candidates between a two year period, ByLaws Article VI Section B will be presented to all PBA members for a vote with a change in the wording as follows, for Section B:

VI. Board of Directors: Board of Directors will consist of Directors elected by the members of PBA.

Duties of the Directors: The directors are responsible for carrying out the business of PBA. They are to take action on matters brought to their attention in accordance to these bylaws and the Operating Manual. A written record of all policy decisions will be kept by PBA, including the vote of each director's action, and made available to the membership on request.

A. Elections will be held annually.

B. Each Director will be elected for a two (2) year term. Terms will be staggered so that not more than half the director positions will be voted on in any year.

Changed to:

B. Each Director will be elected for a two (2) year term. Terms will be staggered so that a nearly equal proportion of directors will be voted on in any single year.

Approved: Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins: Christine Nauman No: Fran Bishop

Motion 20-2. Board Expansion Questionnaire Christine Nauman Second Fran Bishop
Move to approve the board expansion ballot named BOD expansion questionnaire_v3, to be sent to members in the March Pypeline.

Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

Ballot Questionnaire Printing. Request to authorize the funds to be paid for ballot-questionnaire printing-stuffing-mailing to be used if needed?

Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

Ballot Questionnaire Counting. To approve Elaine Deegan to receive and tabulate the Ballot Questionnaire votes?

Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

New Fiber Committee Reference

The Fiber Committee wrote a reference guide to help people wanting to know what to do with their fleece between goat and finished design. If approved, it will be posted on the PBA website. Submitted by Amanda Sadowski & Debbie Eubanks with a letter granting permission to the PBA to post on the website.

Is the Fiber Mill Reference approved to post on the PBA Website?

Approved Fran Bishop, Nan Nichols, Chris Utterback, Collen McGee, Ruth Hawkins, Christine Nauman

Job Description Review/Revision: Registrar, Treasurer

Deferred until the next regularly scheduled meeting in April

Update on Director Nominations

As of January 16th:

For Region 1: Kari Schroeder and Maggy Graves

For Region 2: Debbie Eubanks and Collen McGee

For Region 3: Beverly Vanhook Schrey

Update on Registrar Appointment

We will post a notice on the PBA website, to invite interested members to apply for the registrar position, with applications accepted through February 11th.

A special board meeting will be held on February 17th to vote on a new appointment.

Meeting adjourned January 29, 2020

Special Board Meeting February 17th, 2020 to appoint a new Registrar.

All board directors approved the appointment of Brett Soucie as the new PBA registrar.

The next meeting will be April 6th, 2020

Submitted by Christine Nauman, PBA Secretary