

April 2018 Board Meeting Minutes

Submitted by PBA Secretary, Nan Nichols

President Ruth Hawkins opened the regular quarterly meeting on April 2, 2018, via Yahoo Group email. All directors reported as present: Fran Bishop, Chris Utterback, Ruth Hawkins, Nan Nichols, Erica Brown, Debbie Eubanks.

Minutes from the January meeting of the board were posted by Nan Nichols and approved:

Approved: Fran Bishop, Chris Utterback, Ruth Hawkins, Nan Nichols, Erica Brown, Debbie Eubanks

Fran Bishop submitted a Treasurer's Report, which was posted and approved:

Approved: Fran Bishop, Chris Utterback, Ruth Hawkins, Nan Nichols, Erica Brown, Debbie Eubanks

All committee reports below were submitted by Debbie Eubanks, posted and approved:

Approved: Fran Bishop, Chris Utterback, Ruth Hawkins, Nan Nichols, Erica Brown, Debbie Eubanks

PBA Committee Reports, April 2018

Breed Standard Committee: Chair: Fran Bishop; Members: Chris Utterback, Jill Gallagher, Lisa Zietz, Terri Kistler

Judges Training Committee: Chair: Fran Bishop; Members: Chris Utterback, Jill Gallagher, Lisa Zietz, Terri Kistler

The judge's training committee is very happy to report we have a new sanctioned judge. Ruth Hawkins has qualified. Congratulations, Ruth.

The committee has been hard at work writing the newly approved Fleece Judge Training Manual. It is almost cleared the Judge's Training Committee and will then go to the Show Rules Committee. I'm kind of hoping it will be done before the end of the meeting so everyone can get a look at it. Hopefully, this will encourage more people to apply to judge fleeces and we can get more fleece shows.

Fiber Committee: Temporary Chair-Ruth Hawkins

Education Fund Committee: Temporary Chair-Ruth Hawkins

Found under Educational fund on PBA website: A determined amount of money will be available each year for one or more grants, totaling no more than \$600

Youth Committee: Chair: Janet Tilp

I have nothing to report in the Youth Department.

Public Relations Committee: Chair: Collen McGee; Members: Jill Gallagher, Steve Young, Kari Schroeder, April Bowling

From January 2016 Minutes: "Public Relations: The existing PR budget was discussed and clarified; as of Apr 1, 2015 motion 07-10 passed unanimously for a PR Committee budget of \$1200/yr." This was deemed adequate for the current needs of the committee to move forward.

Nothing new. Still working ongoing projects.

Merchandise Committee: Co-chairs: Ruth Hawkins, Erica Brown

The Merchandise committee is happy to announce that we have set up a PBA merchandise store! The link has been set up on the PBA website - <https://www.freewebstore.org/pba-market-place>

We worked with the PR committee on designing the "Tote your Goat" image that is being used on the canvas bags that will be available soon, in the PBA store.

Show Secretary: Erica Brown

Ramblings from the Registrar: Fran Bishop

I'm sure everyone is preparing for your new kids. I never got my girls in with the buck until this month so my kids will be late.

Remember to check the website for the new fees. All the forms have been updated.

Winter had been strange this year so I'm hoping you all are coping with this crazy weather.

Wishing you a great kidding season with lots of happy healthy kids.

Newsletter Editor: Maggie Leman

From July 2003 Minutes: "Newsletter Editor's Report: I, Jill Gallagher, make a motion to increase the newsletter budget to \$1800 per year. This will become effective immediately, 1/16/2006."

Newsletter April 2018 Report: The newsletter is running smoothly. I am always looking for fun pictures of good quality for the Happenings page.

Last editor contract was signed on April 1, 2015. Maybe we should update that? Maggie Leman

Webmaster: Maggie Leman

Webmaster April 2018 Report: I believe all of the ™ marks have been changed to the ® on the website including the header graphic. The show rules were very recently updated. April GOTM will be up shortly.

Still looking for a renewed webmaster contract. Last one was signed on April 1, 2015.

Old Business

- Insurance has been filed. Policy period 3/27/2018-3/27/2019, Policy # DO50547Q2017, Premium \$650
- New Registration Forms are now available on line! Both the Pre- Registration form & the Registration Completion form. Thank you to Korina and Fran for their hard work in getting them ready to use and on line.

New Business

The board discussed having another embosser for the show secretary, to use for the official Grand Champion certificates. Erica found a reputable vendor and the board has no objection to having another embosser available for this purpose. As per Ruth:

I have sent the needed image to Erica, so that she can have the stamp made. If a size difference can not be made, than I would suggest something subtle, such as dots or dashes on either side of the date like this, “ - 1987 - “. Just so that the two embossers are not identical. Thank you, Erica for taking care of this, ordering it and picking it up.

I think any 20lb certificate paper should work. Fran, if you would send the certificate template to Erica.

There have been problems with board members being able to post reliably on the Yahoo PBA site, so another option for quarterly meetings is under review.

Would anyone (at least two people) want to volunteer to look into them and get back to the board at the next meeting? Here is the list that was compiled from the last meeting: GoToMeeting, Telegram, Lync, Adobe Connect, Skype, WebEx, Zoom, FaceBook group, websitetoolbox from <https://www.pcmag.com/article2/0,2817,2388678,00.asp>

This was tabled from the January meeting and Nan Nichols agreed to look into alternatives and possibly work with other board members to test out other platforms before the July meeting.

Motion 18-3 Changes to the Show Secretary Job Description

I move to accept the changes listed (in italics) to the job description for the show secretary (see below).

Maker: Chris Utterback Second: Fran Bishop

Job Description - Show Secretary

1. Must be thoroughly familiar with, and conduct duties in accordance with, the most current set of Show Rules.
2. Receives and approves show sanction applications..
3. Sends sets of forms and rosettes to local chairs of sanctioned shows.
4. ~~Receives and records Reports of Awards.~~ *Receives the ROA forms from local show chairs and verifies recorded wins. Once verified the results are then sent to the registrar, webmaster, owner, and newsletter editor.*
5. After verification of champion wins, mails certificates to owners.
6. Receives complaints pertaining to the management of PBA- sanctioned shows and works with the PBA Board to resolve these matters.
7. With the assistance of the webmaster, maintains the list of sanctioned shows on the PBA website. Provides a current list of sanctioned shows to the Newsletter Editor by the deadline for each Newsletter.
8. ~~Annually sends a list of new PGCHs to the Registrar and Newsletter Editor.~~ *At the end of each calendar year, the Show Secretary insures that all wins that need to be recorded in the database have been properly recorded by the registrar. Notifications will be sent to the owners, webmaster and the newsletter editor for any goat or fleece that has met the criteria for PGCH status.*
9. Orders the necessary supply of champion rosettes, keeping at least one quarter of this order on hand for reshipment to local show chairs. Works with the Treasurer and Registrar to determine appropriate order size and timing. Selects the specifications for champion ribbons, orders the ribbons, and submits the bill to the Treasurer.

Approved: Ruth Hawkins, Fran Bishop, Chris Utterback, Nan Nichols. No: Debbie Eubanks, Erica Brown.

The next meeting will be June 25, 2018. The board meeting was adjourned on April 13, 2018.