

**Board of Directors Meeting Minutes—April 5, 2021**  
**Pygora Breeders Association (PBA)**  
**2<sup>nd</sup> Quarter**

**Call to Order**

President Nan Nichols called the PBA quarterly meeting to order via Microsoft Teams business communication platform at 8:44 am April 5, 2021. The meeting was in session at 1:30 pm with all BOD members checked in.

BOD Present: Nan Nichols (President/Region 3), Beverly VanHook-Schrey (Secretary, Region 3), Debbie Eubanks (Region 2), Ruth Hawkins (Vice-President/Region 2), Kari Berecz Schroeder (Region 1), Christine Nauman (Treasurer/Region 1).

**Meeting Attendance**

PBA Committee Members and Guest Members in attendance: Fran Bishop (Archivist), Kira Marks (Fiber Committee), Erica Brown (Merchandise Committee), Brette Soucie (Registrar), Robin Oliver (Show Secretary), Amanda Sadowski (Fiber Committee).

**Minutes**

January 2021 minutes presented by Secretary Beverly VanHook-Schrey were approved as written in a unanimous decision 4/ 5/2021.

**Treasurer's Report**

The Treasurer's Report as presented to the BOD by Treasurer Christine Nauman was unanimously approved 4/6/2021.

**Committee Reports**

Committee Reports presented by Vice-President Ruth Hawkins were unanimously approved 4/7/2021.

--Breed Standard Committee

Chair: Brette Soucie pbaregistrar@aol.com;

Members: Lisa Grzeskowiak, Terri Kistler, Amanda Sadowski, Debbie Eubanks, Beverly VanHook Schrey

--Budget:

Report: Nothing reported.

--Educational Fund Committee

Chairs: Patricia Young info@yaklady.com;

Members: Christine Nauman

Budget: \$600

Report: Nothing reported.

--Fiber Committee

Chair: Amanda Sadowski sunorahfarm1@gmail.com

Members: Kira Marks

Report: 4/3/2021

The Fiber Committee has decided to begin writing short informational articles, to be included in the PBA Pipeline, to help educate our members on Pygora Fiber through the various articles we provide. Each Committee Member has agreed to author certain educational topics to be published by the Pipeline. Each submission will have the title of the article, the authors name, and their title on the Fiber Committee so members will know who authored it and that it has been reviewed and submitted by the Fiber Committee. Before submission and publication, the Fiber Committee will meet to discuss each article written and review it together for accuracy and quality assurance.

The first article will be submitted by the Fiber Committee Chair, Amanda Sadowski, on Micron testing. Fiber Committee Member, Kira Marks, will be working on and deciding the next topic after Micron testing to be submitted to the PBA Pipeline.

Additionally, the Fiber Committee is currently discussing the possibility and logistics of conducting a Pygora Fiber Survey to be sent to our members to get a baseline of where we are at as an Association with the education of Pygora Fiber. If the Fiber Committee decides to pursue this in the future, it would aid us in creating education material for our members through the answers we receive. Furthermore, it would allow for quality improvement measures to be taken by the Fiber Committee in an effort to bridge the gap if any areas of improvement need to be addressed or any knowledge gaps are found.

--Judges Training Committee

Chair: Liza Sanford-Crane pygoras@pygoras.net;

Member: Lisa Roskopf

Budget: none

Report: Nothing reported.

--Merchandise Committee

Chair: Erica Brown remymclean@yahoo.com;

Members: Ruth Hawkins, Collen McGee

Budget: \$500

Report: 4/5/21

The Merchandise Committee ran a pre-order for PBA logo embroidered knit caps and ball caps. Extra hats were ordered to put in the on-line store. The orders should be ready to pick up at the embroidery shop 4/5 and ready to ship out as soon as they are packaged.

More Pygora Showmanship booklets were printed and should be arriving any day now and will be put in the on-line store when they arrive. We appreciate Chris Utterbacks generosity in donating the booklets to the PBA. The Pygora Goat Management booklets are currently out of stock. The booklet is currently being revised and will be available again soon.

Items sold in the PBA Webstore January 1 – March 31

2021 Calendar – 1

Pre-ordered ball caps – 5

Showmanship booklet – 2

Pygora Management booklet – 3

Fiber Fun books - 3

PBA t-shirts – 2

PBA tank – 1

Pre-ordered knit hats – 6

--Public Relations Committee

Chair: Collen McGee collen.a.mcgee@gmail.com;

Members: Collen McGee Kari Schroeder, Ruth Hawkins, Robin Oliver

Budget: \$1,250 per year (No funds have been used as of 10/13)

Report: 3/29 Nothing new to report.

--Youth Committee

Chair: Janet Tilp janettilp31@gmail.com;

Members: Karen Price, Christine Nauman

Report: 4/3/21

- Scholarship Fund

- o We are now firming up what the qualifications are for getting the scholarship: Application, proof of membership, a letter of recommendation from a non-member. Working on Application form now.

- o We will begin with scholarship size of \$500.00. Would eventually increase the scholarship amount to \$1,000.00.

- o Plans to approach Wild Goat Women for money for Scholarship. We need to see how much they would like to donate and how often.

- o It seems that the PBA may have some money to budget into scholarships. We need to inquire if this is possible and how much.

- o We may need to put out to membership and see if they know of someone or organization that would like to donate toward scholarships for Youths going to Higher Education whether it be College or Trade School.

- o Other forms of raising money for scholarships: fundraising, asking some outside source for donations, etc.

- Youth Judges

- o Waive \$35.00 fee for training.

- o We will need to find out from the Judging Committee what the criteria is for Youths to become judges.

- o Create Program

- o Determine how to promote it.

- o See if materials can be provided to 4-H and FFA programs so create Junior Judges.

- Make a list of 4-H Fiber Goat groups and FFA Fiber Goat Groups in the USA to place on the PBA website

- Janet wrote an article for Youth in the Pygora Pipeline about what resources are available for the Youths in 4-H or FFA to learn more about their Fiber Goat Project.

--Other Reports:

--Archivist: Fran Bishop RSAPYGMIES@aol.com

Report: 3/29 Nothing to report.

--Newsletter Editor: Maggie Leman maggidans@msn.com

Budget: \$1,800

Report: No report submitted.

--Registrar: Brette Soucie pbaregistrar@aol.com

Report:

--Show Secretary: Robin Oliver roliver2078@gmail.com  
Budget: \$500 (\$500 for Show Boxes Motion 18-8)  
Report: No report submitted

--Treasurer: Christine Nauman woolypinesfarm@gmail.com  
Report:  
Treasurer's Report  
CD Balance:  
Checking Account Balance:  
Total Income:  
Total Expenses Paid:

--Webmaster: Maggie Leman maggidans@msn.com  
Report: No report submitted.

Committee Reports were approved unanimously by the BOD 4/6/2021.

## **OLD BUSINESS**

### **Scrapie Study**

President Nan Nichols provided an update on the PBA-sponsored scrapie study: "Regretfully, not much has been done this quarter, aside from follow-up communication with Dr. Stephen White. He's one of the leading researchers in the US, who studies a variety of genetic linkages and their role in livestock diseases. As he didn't identify any labs with an interest in testing for any added alleles testing, beyond those offered by the UC Davis Veterinary Genetics Lab (VGL), the PBA study will go forward with just the VGL alleles."

Nan attached for BOD review Dr. White's reply letter, which stated "In terms of the R143 allele, all the discussion I have heard from US or Canadian regulators suggested the degree of partial resistance provided by R143 was not sufficient to move toward recognition as resistant genotypes."

Nan reported that the ad hoc Scrapie Study Committee is in place - the plan just needs to move forward. Sampling decisions were contingent on how many labs might be involved.

### **Breed Standard Revision**

Nan reported that in addition to spring being a busy season for Pygora breeders, this year has in addition demanded more time from volunteers who are also working to make sure that Maggie's exit is a smooth one. The motion to revise the Breed Standard was passed in 2016, and we're in good standing with a functional Breed Standard; the Breed Standard revision is tabled until the July meeting.

### **Merchandise Books**

Nan provided an update from the Merchandise Committee that Chris Utterback has graciously revised the "Pygora Goat Showmanship" book and is working on revision of the "Pygora Goat Management" book. Merchandise Committee members are expecting a batch of reprinted copies of both books to restock the PBA Store.

Reprinting of the "Showmanship" book was done at a cost of \$3.18/book (including postage), paid from the PBA general fund. The "Management" book cost is not finalized but will likely be between \$5.00-6.00/book. The Merchandise Committee team will decide on the store pricing for these booklets going forward.

There were 50 copies printed of the "Showmanship" book; 3 were reserved for Chris Utterback and the rest were shipped for the PBA Store. Tracking shows the books are scheduled to be delivered 4/7/2021.

### **Director Election**

Nan announced on 4/6/2021 that PBA BOD 2021 members will get the final ballot tally for new BOD members shortly after 4/15/2021. The postmark date for accepting ballots is 3/31/2021. During the application process, one application arrived about 10 days after it was postmarked, and given the intermittent delivery problems with the USPS, we'll wait for 2 weeks after the postmark date to call the election as finished. As of last week, a respectable 25% of ballots had been returned. It's likely that the meeting will still be in session - but if not, a "special session" will be added for sharing BOD election results.

### **Newsletter Editor & Webmaster Update**

Regarding a replacement for outgoing Newsletter Editor and Webmaster Maggie Leman, Nan noted on 4/7/2021 that PBA does not yet have a potential appointee for the BOD to consider. She noted that a member contacted Vice President Ruth Hawkins about the position, and that she also had an inquiry; so far, nobody has followed up with a resume. As of last week, Maggie had not received any contact from people interested in the position.

Ruth added that she had contacted a couple people who teach college-level media courses, and this might bring some potential candidates. Beverly suggested a tech savvy PBA member who declined nomination after considering the job description. Ruth pointed out that although two people had contacted her with interest in the position, neither followed through with resumes. Nan requested that Ruth send reminders to those interested parties.

### **MS365 Subscription Service**

Nan asked for BOD suggestions regarding a subscription plan that includes a virtual meeting platform and opportunities for PBA BOD and members to share files and folders.

She reminded BOD members that although PBA started a one-year subscription to Microsoft 365 Business Standard, she was disappointed to learn that the previous set-up for MS Teams Free used for the January meeting could not be built upon and that new BOD meetings would need to be initiated and built upon separately from the January meeting. She apologized for extra work and problems that ensued for many members trying to access this new space.

Noting that PBA is still in "set-up" phase, and as several members have already used many of the MS365 functions, she asked for suggestions regarding what components may be most helpful for PBA to use and which may allow best shared access for some of the PBA files and folders in OneDrive and possible SharePoint, which she added "is high on my list to set-up when this meeting wraps up."

Nan suggested considering adding folders for Minutes, Treasurer's Reports, Committee Reports and other important documents. She also noted that BOD member Kari Schroeder has access to our official PBA logo, which would also be important to put in a secure space for access by PBA membership and

urged BOD members to feel free to contact her with suggestions for other files to be shared. Additional elements suggested by Nan to consider for sharing among PBA and BOD members were past PBA BOD minutes, scanned copies of Show Applications, and post-show ROA forms.

## **NEW BUSINESS**

### **Show Rules: Correction/Clarification**

Noting that new Show Secretary Robin Oliver has started to review PBA Show Rules to make them easier to follow, Nan asked the BOD to consider Robin's suggestions for clarification of show rules. Robin posted, "The Show Rules is a document we follow to organize shows, but I know I'm not the only person who has struggled with it."

Nan posted Robin's suggestions for changes so that PBA BOD members could review and discuss the suggested changes.

Clarification needs were considered with a consensus view that clarity is needed in Show Rules, especially regarding the amount of buck fleece required to be sent to shows, whether senior does (or bucks) must have progeny, whether the number of goats to be entered in a show should be reduced.

Lengthy discussion and debate followed over several days concerning unbred doe fleeces, buck fleece weights, minimum doe numbers for sanctioned shows, and general corrections. Due to lack of cohesive support for a plan to include unbred doe fleece in sanctioned shows, a more inclusive rules change was tabled. Discussions resulted in the following motions:

### **Motion 21-2: Show Rules Change - Minimum Doe Number for Sanction**

I move that a change in Official Pygora Breeders Association Show Rules concerning does occur as follows to reduce the total number of does from 10 to 8 and the number of does competing in the Senior Division from 5 to 4:

#### **A. Show Sanction and Fees**

9. A sanctioned doe show must have at least four different registered owners participating in the doe show. Additionally, there must be at least **eight does in a show, with at least 4 of these competing in the Senior Division** in at least two different senior age classes. Disqualified animals shall not be used in the count.

#### **G. Requirements for Grand Champion**

1. Doe
  - b. **There must be at least 8 does in a show, with at least 4** of these competing in the Senior Division in at least two different senior age classes.

Maker: Beverly VanHook-Schrey, 4/9/2021

Second: Ruth Hawkins, 4/9/2021

Debbie Eubanks: Yes, 4/9/2021

Beverly VanHook-Schrey: Yes, 4/9/2021

Ruth Hawkins: Yes, 4/9/2021

Kari Schroeder: Yes, 4/9/2021

Christine Nauman: Yes, 4/9/2021

Nan Nichols: Yes, 4/9/2021

Motion 21-2 passed unanimously.

### **Motion 21-3: Show Rules Change – Buck Fleece Weight Regulations**

I, Ruth Hawkins, move that the PBA accept the proposed clarification changes made by Robin Oliver the PBA Show Secretary. They include the following specific sections:

#### C. Fleece Regulations for all Show Types

4. For all senior bucks shown “out of fleece” or entered in fleece shows will be represented by a one-ounce sample taken from the buck’s barrel and placed in a zip-lock bag with the date of harvest and weight of full fleece harvest written on it. The sample must have been harvested within one year of the show date. A colored, side-view picture of the buck in full fleece must accompany the fleece sample.

#### G. Requirements for Grand Champion

##### 4. Fleece

- d. All senior bucks will be represented by a one-ounce sample taken from the buck’s barrel and placed in a zip-lock bag with the date of harvest and weight of fleece from total harvest written on it. The sample must have been harvested within one year of the show date. A colored, side-view picture of the buck in full fleece must accompany the fleece sample.

Maker: Ruth Hawkins, 4/10/2021

Second: Debbie Eubanks, 4/10/2021

Christine Nauman: Yes, 4/12/2021

Ruth Hawkins: Yes, 4/12/2021

Beverly VanHook-Schrey: No, 4/12/2021

Debbie Eubanks: Yes, 4/12/2021

Nan Nichols: Yes, 4/12/2021

Kari Schroeder: Yes, 4/12/2021

Motion 21-3 passed by majority vote.

### **Motion 21-4: Show Rules Update, Unbred Doe Fleece**

I move to amend the Pygora Breeders Association Fleece Show Rules to clearly state that no unbred does or bucks over 2 years of age can participate in a sanctioned show. This will make the rules for both animal and fleece shows consistent until further review of the topic in general.

Maker: Kari Schroeder, 4/14/2021

Second: Beverly VanHook-Schrey, 4/14/2021

Ruth Hawkins: Yes, 4/14/2021

Christine Nauman: Yes, 4/14/2021

Debbie Eubanks: Yes, 4/14/2021

Beverly VanHook-Schrey: Yes, 4/14/2021

Kari Schroeder: Yes, 4/15/2021

Nan Nichols: Yes, 4/15/2021

Motion 21-4 passed unanimously.

### **Directors & Officers (D&O) Insurance**

Nan reported that PBA Directors & Officers (D&O) insurance policy was up for renewal in March and that the premium with the carrier we have been insured with went from \$650 in 2017 to \$850 this year. The agent who worked with us to set-up our policy said this was an "industry wide" shift, due to claims going up overall last year. Nan noted that the NPGA has worked with an agency that writes policies for dog clubs to insure shows and events, and they also write D&O policies. She announced that as of March 26, PBA BOD is now insured through a new carrier, with the same level of coverage and a yearly premium of \$649.

Nan added that our premium previously was payable in a lump-sum. The new policy "default" is 25% upfront, and the remainder in 9 monthly installments. The benefit of smaller payments comes with added attention needed for bill payments and accounting - with possible mail delays. Treasurer Christine Nauman will probably get the premium invoice within the next week, and we have an option to pay "in full".

Christine and Nan both support making a "once/year" payment, but Nan said they are open to comments from other BOD members. The once-a-year payment decision was supported by consensus among BOD members during discussion.

### **Website Migration: Revision**

Nan shared several documents with the BOD on 4/13/2021 regarding PBA Website and data migration, including the resignation letter of Newsletter Editor and Webmaster Maggie Leman, a pdf of the PBA Website-Transfer Revision Meeting Summary, and an email exchange with GoDaddy regarding an estimate of \$1500 to rebuild the PBA website on a new server so that no additional hosting or migration fees would be required.

Nan explained that PBA needs to transfer the organization website to a separate account. Maggie Leman is the current admin, and the PBA website is set-up on the GoDaddy web host service under Maggie's personal account. Maggie will resign her Webmaster position on or before June 1, 2021. After consulting several professional IT experts who have no vested interest in our decisions, and contacting several web host providers, Nan suggested that PBA contract with GoDaddy to transfer the account, adding that this looks like a cost-effective time to revise our website as the "transfer only" estimate (as per Maggie) would be \$800-1000, and we have a quote from GoDaddy to transfer to a new account, revise the website, and subscribe to one year of hosting for \$1500. Nan stated that she would like to begin to move the website, and possibly revise it, immediately after this meeting is over. She added that this will allow time for Maggie to help with the transition/transfer and opened the idea for PBA BOD team input.

After BOD input on the website migration topic, Nan thanked the BOD for their majority approval to proceed as suggested and contract with GoDaddy to transfer the account and minimally revise the PBA website.

## **Announcements**

### **--2021 PBA Board of Directors**

After 25% of PBA members turned in their ballots, our July 2021 PBA Board meeting will include returning Director Christine Nauman representing Region 1, Region 2 Director Ruth Hawkins continuing to represent Region 2, and Region 3 Director Nan Nichols returning to represent Region 3; all regional directors ran unopposed in this election. For the newly created "at large" director positions, we are pleased to welcome Fran Bishop and Dale Groff.

### **--Before the Next Meeting: Approval for New Contractors**

Nan announced that the PBA will not be in dire straits if we do not find replacement contract people to take over the Newsletter and Webmaster jobs. We are fortunate that Ruth Hawkins and Robin Oliver volunteered to "fill in" for these jobs (respectively). However, if we do find someone who would be a good fit for those jobs – Nan will request BOD approval as soon as someone is selected.

### **--July Quarterly 2021 Meeting Date: July 7, 2021**

PBA BOD Third Quarter meeting will take place via MS Teams beginning July 7, 2021.

## **Adjournment**

A motion to adjourn was made 4/16/2021.

Maker: Debbie Eubanks, 4/16/2021

Second: Kari Schroeder, 4/16/2021

## **Meeting Addenda**

### **--Approval for Newsletter Editor Appointee, July 2021**

President Nan Nichols and Vice President Ruth Hawkins presented Newsletter Editor nominee Kelly Shields to the BOD 5/29/2021.

Nan announced that both she and Ruth have been in contact with Kelly, a PBA member whom they think will be a good candidate for the PBA Newsletter position. Kelly is currently a teacher, and primarily leads students to learn digital graphics skills; she has also worked with high school students to put together school yearbooks. Kelly feels her weak spot will be finding goat-related "filler" for each issue but is willing to give the newsletter editorship a try. Between Maggie's archives and the support of other PBA Committees, Nan noted that she thinks Kelly will do a great job.

Kelly received unanimous BOD approval for the Newsletter Editor appointment 6/1/2021.

### **--Increased Quarterly Stipend: PBA Webmaster**

Nan contacted the BOD 5/29/2021 with a request for members to weigh in on increasing the Webmaster stipend from \$75/quarter to \$150/quarter for the 2021-2022 contract year. The contract is currently a yearly contract renewable in July of each year, and the increased stipend can be re-evaluated in July 2022.

The BOD granted unanimous approval for the Webmaster quarterly stipend increase.

## **--PBA Webmaster Appointment**

Adam Pohl was offered to the BOD as the new PBA Webmaster appointee. The announcement stated that the appointee offered for board approval on June 20, 2021, has been carefully vetted by Maggie Leman, our outgoing webmaster of 10+ years, as well as by Aaron Foley, the person who designed our website and created the program that runs our herdbook and membership database.

Adam Pohl expressed interest in the Webmaster position in early May and sent a resume to Vice President Ruth Hawkins. Adam is a computer science student and is considering the position as a part-time job while attending school. Opinion regarding his qualifications were guarded but changed after these communications. Nan stated, "Adam had some questions about technical details that neither Maggie nor I could answer, so I contacted Aaron Foley, the person who designed our current website, and wrote our herdbook and membership database programs. Aaron generously agreed to join a conference call with me and Adam last week. In a follow-up call with me, Aaron said he thought Adam was more than qualified to do the routine Webmaster job and felt Adam also had the ability to give us more technical support as well. After getting more details from Aaron, Adam agreed to accept the position of PBA Webmaster, for the newly approved stipend of \$150/quarter, and would be willing to consider more technical assistance as the need arises and his schedule allows. This is a contract position that is up for renewal on a yearly basis."

Current and soon-to-be active board members were invited to share their opinions, but Nan noted that until our new "at large" board members are onboard at the July quarterly meeting, only current board members will actively vote on the acceptance of the nominee for the open PBA Webmaster position. She noted that we can wait until the July meeting to discuss this approval, but she thinks Adam might be a good person to help with the ongoing website migration before that time.

The BOD offered unanimous support for Adam's appointment as the new PBA Webmaster, and members were invited to review the current Webmaster contract used for Maggie Leman with the only change being \$150/quarterly rather than \$75/quarterly.

Respectfully submitted,  
Beverly VanHook-Schrey  
6/30/2021