

The National Pygmy Goat Association

January Board Meeting

Phoenix, Arizona

January 9 & 10, 2016

Saturday, January 9, 2016

**The meeting was called to order at 8:08am.** The new board members were welcomed: Chad Hudson from Region 7, Sharon Irving from Region 4, and Susan Seiler from, Region 3. The other board members introduced themselves: Joyce Hubbard, Lynda Gredin, Linda Henwood, Sarah Read, Crystal Shults, Donna Staley, Jose Torres, Katie Ridley, Kim Shunney, Jean Sisco, Karen Hepner, Michelle Fonda, Cheryl Rogers, and Dori Lowell, NPGA's Business Manager. There were are also several members in attendance, and they introduced themselves as well.

**Officer Reports**

**President:** Linda Henwood gave a brief report and updated the board on the latest regarding the moving of the website. Maggie Leman, the Webmaster, has it handled. All appears to be moving smoothly.

**Vice-President:** Lynda Gredin reported that she has maintained contact with all current and interim chairpersons. All reports were submitted to her in a very timely fashion.

The Secretary had no report.

**Treasurer:** Joyce Hubbard reported that she has been getting out the expense & income reports to the board in a timely fashion. She feels that in seeing the current numbers that NPGA looks to be in financially better shape than in the recent past, in part by not having the expense of attorney's fees.

**Approval of the Minutes:** Lynda Gredin made the motion to approve the minutes. Karen Hepner seconded it. All approved.

**Motion to Approve the Agenda:** Read made a motion to approve the agenda; Torres provided the second. All approved.

**Election of Officers:**

**President:** Linda Henwood was the sole nominee for President. She accepted.

**Vice- President:** There were 3 nominee for Vice-President: Gredin, Staley, and Torres. Gredin was voted by the majority of the board to remain the Vice-President. She accepted.

**Secretary:** Sarah Read was the sole nominee for Secretary. She accepted.

**Treasurer:** Joyce Hubbard was the sole nominee for Treasurer. She accepted.

### **Central Office Report**

Dori Lowell presented her report. She reports that numbers are up so far, as of 12/31/15, but it is too early for it to be a trend. The bank balances had not been reconciled at the time of the meeting, but she shared that there was approximately \$50,500 in the checking account, \$9000+ from Merchandise, and \$36,000+ in certificates. She also commented on lapsed memberships, but she thinks that many people wait to renew memberships until they begin registering new kid crops.

She reported no issues or problem with the coordinators.

One problem Lowell reported has to do with the herdbook updating to the website, but that complaints have been minor. Also, new members have been having trouble accessing the herdbook between the updates; however, it depends on when exactly the last update had been done. Leman has been going in on a case-by-case to fix it, but it is cumbersome to manually update one by one.

She has made the membership roster available by email. Not many members have requested it by email- it is a very large file to email. She is generating it as a PDF on a disc and including it in all new member packets.

Certification Committee: Lowell has vacancies on this committee, and she is seeking to fill spots. This committee gets little activity, perhaps one or two to review per year. But, she is seeking committed members. The committee denied 2 goats in the last 6 months at the time of the meeting. As far as the Progeny Tested animals, only one more year remains for any animals to finish the process.

Contract Review/Approval: The Board moved to do all the contracts at one time on Sunday morning.

### **Committee Reports**

#### **Breed Standard Report:**

David Wortham, chair of the Breed Standard Committee, presented this report. He asked if there were any questions. He was asked about the standardizing of terminology for random marking. Lowell felt that many markings are not able to use standardized terminology. She will continue to utilize the same terminology as she has been. She also reminded the board that she can only fit so many randoms in the field, but she includes all major, obvious random markings. Discussion moved to concerns over inability to fit all random markings and how that could affect judges as they fill out Report of Awards. Interim JTC chair, Linda Colville spoke to this concern. She feels that judges should use their discretion provided most of the random markings are listed on the certificate and accept the animal as OK. The report was accepted.

## HER Report

Kathy Griffiths presented the report and provided insight. The Chair, Jay Griffiths DVM, gets a lot of requests for information on vaccinations, management, and general herd health questions. The report was accepted.

## JTC Report

Linda Colville, Interim chairperson, presented the report. She shared that there is a vacancy on the committee that will need to be filled by the next chairperson. The Judge's Portal has been updated with all current information. Also the Showmanship Manual and judging manual are all current. She also reported that 2 judges have been removed as judges for not paying their dues on time.

Linda Colville was appointed as interim JT Chairperson on July 9<sup>th</sup>, 2015, and she reported receiving all items from the previous chairperson. She asked for no change in JTC budget.

There were 2 topics discussed in the JTC Report:

1. **Judging once per sanctioned event.** Some complaints had been received by Colville, but Linda Colville felt that the committee was very careful in the wording they laid out in their January 2016 report. After lengthy discussion by the board, the minutes from the June 2015 meeting were consulted, and the issue was addressed at the June meeting (judging 2 separate sanctioned events on the same weekend). At the June 2015 meeting, the board overwhelmingly felt that by forcing a show to hire separate judges for a youth and an open show would be too financially burdensome on the individuals or club putting on the show. It is the board's intention to allow a judge to judge the same animal in 2 separate sanctioned events on the same weekend, but the language must be clarified in the Judge's Code of Ethics to support the will of the Board. The item was withdrawn in 2015 and was to have been reverted back to the JT Committee for the January 2016 meeting. Since neither Colville nor the committee reviewed the item as requested by the board, this item in the report will be withdrawn and will be on the June 2016 agenda as old business.
2. **Lifetime License:** Linda Henwood clarified any misperceptions surrounding this item. The board discussed ways that this could be bestowed upon a judge and also the reasons behind it. The general feeling was this is a good idea, but that it should be up to the Chair to make a recommendation to the Board. It was decided to make a motion to create a Lifetime License.

Colville moved on to update the board on the improvements she's made since becoming the interim chair: computerizing the forms, made a hard-copy for every record and document regarding con-ed, testing, conventions, and judges. She also created a packet for each new and current member of the JTC to be used throughout that committee member's tenure. She formulated a written test control log as a quality-control method. She created spreadsheets for income/expense for JTC. And she also sought the board's approval on making guidelines for the protocol for handling grey/tans in the show ring.

The Judge's Training Report was received.

### **Closed Session**

There were 2 candidates for the Judge's Training Chair. The board reviewed both of the applicants' resumes, and Linda Colville was approved as the chair by majority vote.

### **Open Session**

Linda Colville formally recommended George Starbuck to receive a Lifetime License. The board approved.

### **Public Relations Report**

The Board reviewed the report by Tracy Carter, interim chair. Carter is looking to fill vacancies on the committee. She is also continuing efforts to make further inroads with 4H and FFA. The Board is aware of her efforts in reaching out to youth. The board also felt that she should work with Maggie Leman to update website content. A concern was raised over that there needs to be equal emphasis placed upon reaching out to everyone, not just to youth. The board wanted to have whomever will be appointed chair to be aware of this. There was also discussion about the PR chair working with directors on reaching out to lapsed members to perhaps work on creating a questionnaire or an exit-interview about why they discontinued their membership. Carter also asked to work with Becky Adams on creating banners to display at events. The board agreed with that move, but they asked that the banners do include the NPGA contact information.

The Public Relations Report was received.

There was only one applicant for the Public Relations Chairperson. Tracy Carter was approved as the new Public Relations chair.

### **Publications Committee Report**

Jean Sisco presented the report. The committee has been working well with Maggie Leman; no problems reported. She and the committee are looking forward to working with the Youth Committee to update both the Project Guide and the Advisor's Guide.

The Publications Report was received.

### **Youth Committee**

Janice Klenke resigned as the Youth Committee Chair. The committee has been working on a record book to revise the current Youth Project Guide. The Board was presented with all of the documents and attachments. The Board was very pleased with the work done by the committee on the Project Guide, and they would like to see it completed by the next chair.

The Youth Committee Report was received.

There was only one applicant for the Youth Committee Chairperson. Michele Neckerman was approved as the new Youth Committee Chairperson. (Please see page 12 for a correction).

### **Compliance Committee Report**

Chairperson Ray Hoyt received several inquiries regarding compliance-related issues. No formal complaints had been filed. There was no income to report and no expenses incurred.

The Compliance Report was received.

## **COORDINATOR REPORTS**

### **Affiliated Clubs**

Kathy Griffiths presented her report. There are 28 Affiliated Clubs to date and 26 Youth Affiliated Clubs. She reported to the Board that she updated all club contact information. She shared with the Board an issue regarding complaints she received surrounding financials of a then-existing affiliated club. She also was sent documents of these financials; however, none of the complaints resulted in formal compliance action. The Board recommended that she forward all documentation and related correspondence to the Central Office for storage in the archives.

The Affiliated Clubs Report was received.

### **Show Coordinator Report**

Susan Seiler presented her report. She has enough rosettes in stock to fulfill all shows through March, but then she will be placing an order. It takes about a month for her to get the new stock. She also reported that youth sanctions are on the rise, as well as she is still seeing several areas recycling rosettes. A question was posed to the Board regarding how long she is to store the sanction forms. There is no clear timetable given in NPGA's rules. Crystal Shults volunteered to research into WA State Non-Profit law to see how long the forms must be retained.

The Show Coordinator Report was received.

The motions related to the Lifetime Judges License were ready to be read and voted upon.

2016-01                      Read/Hubbard                      passed 15-0

I move to grant a Lifetime Judging License which will reflect the years of service and dedication to NPGA. This judge will be exempt from fulfilling the Continuing Education Requirement. The Judge's Committee Chair will make this recommendation to the Board of Directors for approval.

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

2016-02                      Ridley/Hubbard                      passed 15-0

I move that we amend R&R 10.E.1 by adding: "including Lifetime Judges". Wording will now read: All Licensed Judges, including Lifetime Judges, must be members in good standing (dues are due on Oct. 1 of each year). Should a judge's dues lapse (i.e. remain unpaid on Dec 31 of the year), the judge's membership will be automatically terminated and judge's license automatically revoked. A judge whose license is revoked must earn a new judge license by successfully completing the testing requirements for all candidates as detailed in Rules and Regulations paragraph 10, and the Judging Manual.

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

2016-03                      Ridley/Irving                      passed 15-0

I move that we amend R&R 10.E.2 by adding "excluding Lifetime Judges". Wording will now read:

A judge must attend the official NPGA continuing education clinic at least once every 4 years, excluding Lifetime Judges. This 4-year period restarts each time the judge attends; attending in consecutive years is not cumulative. A judge may request a one-year extension from the JTC chairperson in non-sequential years, not to exceed two extensions in a 15-year period. Attending a JE as a member of the JTC will also meet the continuing education clinic requirement. To successfully complete this clinic, the attending judge must be on time, participate in the clinic as required by the NPGA Clinician, and remain for the entire clinic until released by the Clinician.

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

### **Report of Awards Report**

Dori Lowell presented the report. Errors have lessened. Colleen Wade continues to encourage judges and exhibitors to write neatly.

The Report of Awards coordinator report was received.

### **Elections Coordinator Report**

Karen Crowder made a request in her report to allow emailed nominations. There is an item in the New Business that addresses this request.

The Elections Coordinator Report was received.

### **DEPARTMENT REPORTS**

#### **Memo Report**

The Board read and reviewed the report. Maggie Leman asked the Board to help in encouraging breeders in the respective regions to renew advertising and utilize the Breeder's Listing.

The Memo Report was received.

The contract for the Memo Editor will be reviewed on Sunday, January 10<sup>th</sup> with the budget.

#### **Webmaster Report**

Maggie Leman is very hopeful about the transfer of the server. She has been taking a lot of initiative to ensure the smooth transition. The Board commended her for all of the great work she has done up to this point.

The Webmaster Report was received.

The contract for the Webmaster will be reviewed on Sunday, January 10<sup>th</sup> with the budget.

#### **Merchandise Report**

The Board spent time reviewing Becky Adams's report and inventory summary. The report reflected her accomplishments. The Board felt that she has been doing a fantastic job.

The Merchandise Report was received.

The contract for the Merchandise Coordinator will be reviewed on Sunday, January 10<sup>th</sup> with the budget.

### **OLD BUSINESS**

Kim Shunney was tasked with working on the Conflict of Interest Policy in June 2015. She circulated what she had created, and she will also email the attachment to the Board. No further progress can be made until it can be reviewed by an attorney. This item will remain on Old Business pending review by an attorney for the June 2016 meeting.

## **NEW BUSINESS**

### **A. Discontinue the separate Junior Doe and Senior Doe Sanctions**

This item was presented by David Wortham. The Board was given the backstory and reasons behind this motion. There has been long-standing confusion related to the separate sanctions, and it has been unutilized.

2016-04                      Torres/Sisco                      passed 15-0

I move that NPGA discontinue the separate Junior Doe and Senior Doe sanctions.

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

Both the website and the sanction application forms will be updated to reflect this change.

### **B. Change Rules for Official Shows, section K, item 3**

Wortham spoke to this item. The motion was made to make sure both color and color pattern are to match the animal as listed on the registration papers. The concern was limited to the interpretation by judges. The Board was assured by Wortham that both he and the Judge's Training Chair would provide the judges the ability to err on the side of the animal.

2016-05                      Fonda/Torres                      passed 15-0

I move that the Rules for Official Shows, section K, item 3 be changed as follows:

From: "By checking "Papers OK,' the judge verifies that the Report of Award is completed correctly and information on the Report of Award matches the animal's Certificate of Registry/Ancestry; including color pattern and obvious random markings of the animal.

To: "By checking 'Papers OK', the judge verifies that the Report of Award is completed correctly and information on the Report of Award matches the animal's Certificate of Registry/Ancestry; including color pattern and obvious random markings of the animal. Should the animal's registered color be anything other than a NPGA recognized color/color pattern, a doe or buck will be disqualified and will not record the win. This would not apply to wethers, where there are no disqualifying faults.

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

Linda Colville will ensure that language will be added to clarify this rule to judges.



### **C. Change Rules for Official Shows, section B**

This proposal was made to bar non-conforming colors and color patterns from being shown. After lengthy discussion, the Board did not feel that it was appropriate to add this rule to a Show Chair's responsibility. Discussion moved to make this ruling under Exhibitor Responsibilities. The Board felt that this ruling was best applied to exhibitors.

A new motion was created to add to Show Rules under Exhibitor Responsibilities. Item C was withdrawn and replaced with amended item C1.

2016-06

Fonda/ Read

passed 15-0

I move to add to Show Rules B.3.C under Exhibitor Responsibilities: C. Exhibitor shall not show any doe or buck whose registered color is not one of the NPGA's recognized color/color patterns. (Any non-conforming color or color pattern is a disqualifying fault in does and bucks.)

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

The Board moved to take the agenda out of order, moving to hear Item L.

### **Item L**

#### **Corrections to Registrations Regarding Color/Pattern**

The item was discussed, and the line, "no changes to color/color pattern shall be permitted" will be struck. The Board felt the sentence was redundant.

2016-07

Hudson/Fonda

passed 15-0

I move that the Rules and Regulations be changed as follows:

Section 4 Central Office K. All goats registered as either grey/tan agouti, grey/brown agouti, or brown agouti with black markings, points, stockings, face, dorsal and legs, or any other non-conforming color/color pattern shall remain that color/color pattern on the Certificate of Registry for the life of the animal. Current K through O will be re-alphabetized accordingly.

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

### **D. Add to Current Rules and Regulations 8.H.**

The board had no appetite for this item. This item was withdrawn.

### **E. Add to Current Show Rule A**

The Board had no appetite for this item. The item was withdrawn.

**F. Revise R&R 10.E.2**

This item was met with reservation by the Board. After lengthy discussion, the Board felt that this item would be best if referred to the JTC to see what options they could find and how those options would impact NPGA. A recommendation was made to see what other goat registries do as far as training. This item will be referred to the JTC for the June 2016 meeting.

**G. Revise Bylaws Article IV, sections 4.3 and 4.7**

Katie Ridley passed out a letter signed by several members to provide some backstory on items G and H. The Board felt that the membership bears some responsibility to be aware of any vacancies on the Board of Directors. The terms are on the website and in Memo. It was also made clear by the president that board members also have a responsibility to communicate with their membership.

Items G and H were withdrawn.

**Item I Submit the Director Nomination Form via email**

Sarah Read presented this item. The Board was in support of this item, and there was no discussion.

2016-08

Read/Hubbard

passed 15-0

I move to have the option to submit the Director Nomination Form to the Election Coordinator via email as a scanned PDF file. Add a sentence to R&R 11.D. "The Director Nomination Form may be sent via US Mail or be sent via email as a scanned PDF document to the Election Coordinator."

Yes: Fonda, Gredin, Hepner, Hubbard, Hudson, Irving, Read, Ridley, Rogers, Seiler, Shunney, Sisco, Staley, Shults, Torres No: None Absent: None

**J. Add to Youth Show Rules 9-E**

Joyce Hubbard presented this item. Several board members felt that the goat could also be owned or co-owned by the youth's family. Other board members expressed concern over limiting ownership and hurting youth sanctioned shows. The Board also felt that there is little that can be done about this issue with the rules as they currently stand.

Item J was withdrawn.

**Item K will be heard on Sunday January 10<sup>th</sup>.**

A proposal has been brought before the Board to create an ad-hoc committee to work to create protocol for dealing with the various issues that arise with showing non-compliant colored animals and other exhibitor-related infractions that occur at NPGA shows. President Henwood appointed Jt Struthers as chairperson of the ad-hoc committee.

## **CLOSED SESSION**

The Board moved into closed session to begin review of contracts.

The review of the contracts was based off of 2014, but Linda Henwood had requested 2015's from April Seiler. The 2015 contracts were to be sent to Henwood soon.

**Business Manager** – Dori Lowell's contract for 2016 was reviewed and approved. Her new contract will begin in March 2016. No new increases were requested.

**MEMO Editor**- Maggie Leman's contract for 2016 was reviewed and approved. No new increases were requested.

**Webmaster**- Maggie Leman's contract for 2016 was reviewed and approved. No new increases were requested.

**Merchandise**- The only request in Becky Adams's new contract was for an increase in her commission- from 15% to 20% (comes to approximately \$600 a year). Given her strong performance as the department head, the Board agreed to approve her increase. Adams's contract was approved.

## **MEETING ADJOURNED.**

Sunday, January 10, 2016

9:04 Meeting called to order

New business Item K was the final item remaining on the agenda. Linda Colville asked for the floor, and she proceeded to appoint JT Struthers to the vacancy on the Judge's Training Committee effective immediately. This appointment caused the withdrawal of Item K. Discussion moved to looking at ways to improve NPGA's continuing education for judges. Future care will be taken to ensure Rules and Regulations 10.E.2 will no longer be broken.

## **BUDGET**

The Board received and reviewed the expense and income reports. Some minor adjustments were made to the expense report. The 2016 budget was approved.

Linda Henwood addressed the Board to inform them that the newly appointed Youth Committee Chair, Michele Neckerman, is only eligible to be an interim chair. The position was never advertised in the Memo. The position will be correctly advertised in the next issue of Memo.

The 2017 January Board Meeting will be once again held in Phoenix, AZ.

Meeting adjourned at 10:26am.