

KHSI Board of Directors Meeting Nashville, TN November 7, 2020

President Jane Smith called the meeting to order at 8:30 AM CST.

Board members present: Jane Smith, Howard Covington, Robert Walker, John Dyer, Cindy DeOrnellis, Larry Weeks and Dan Turner. Alan Culham was also present and Jim Morgan is scheduled to call in at 2:00 PM.

Jane asked the board to review the minutes of October 8. Larry noted an error and moved the minutes be approved with the correction. John seconded the motion and it passed 7-0. The October minutes were accepted and Cindy will send the corrected version to Alan.

Alan and Robert presented the treasurer's report which included the profit & loss (Jan-Oct), balance sheet. Howard moved to accept the report as presented. Cindy seconded the motion and it passed 7-0. Alan reported that the IRS-990 had yet to be completed, but the extension request has been submitted. Alan is scheduled to meet with the accountant next week and complete the report. The board also reviewed rolling annual averages for registrations, transfers and paid memberships. Registration numbers are less than 700 below the association's record year in 2018. Approximately 1,450 copies of the Hairald will be mailed and the renewal forms will go to all current members. It was suggested the renewals also be mailed to lapsed members from the previous 1-2 years. Alan reported that of the almost 1,500 paid memberships, only 500 register sheep. One of the main benefits of membership is the Hairald and the information it provides.

Old Business

Board policy book – Jane talked to Jim earlier in the week, but she has not yet received a copy.

The Hairald publishing dates will continue, per the board's previous approval. The dates are designed to coincide with major sheep events. It was suggested the dates note which event is featured, similar to The Banner featuring various breeds with each issue.

1/27 – Louisville results

4/17 – prior to the Midwest Stud Ram Sale

6/17 – Expo

11/1 – Virginia sale, Expo report, holidays

The board recommended including an article on Gail Hardy, introducing her to our membership, as well as inviting her to attend the Expo.

Howard recommended several changes to the Kat+ program, as well as issuing unique ear tags for the Kat+ ewes. KHSI would provide the tags at cost to the program participants. Howard also suggested including Kat+ ewes in the Expo sale, either onsite or through video.

Robert moved to accept the recommended changes to the Kat+ program and issue unique tags for the Kat+ ewes, with Alan handling the tag orders. Dan seconded the motion and it passed 7-0. Changes will be noted on the website.

John reported that the NAILE show would be held, with additional COVID restrictions. As of yesterday, there are 47 open and 28 youth entries from 5-6 exhibitors. John will attend to assist with the shows.

The genomics grant was approved by the National Sheep Industry Improvement Center (NSIIC). The operations office has not yet received the grant agreement. Dr. Joan Burke and Dr. Ron Lewis have received prior genomics grants and this grant will continue to build the genomics data base. Dan Turner and the NSIP committee will coordinate the required activities required of the grant.

Alan updated the board on the member credit balances as reported by the registry. To date, there is over \$6000 in unused credits. At the October 2019 meeting, the board approved transfer of credit balances over two years old to the scholarship fund. The board recommended Alan send reminders with the renewal letters and qualifying unused credit balances will be transferred to the scholarship fund after a predetermined date.

Robert and Alan presented the attached budget. The board reviewed each income and expense category, making adjustments as needed. The final budget will be presented for the board's approval at the December meeting. A budget line item discussed at length was the contract for the scanner used by Jim to scan and upload association documents. Howard moved to transfer all available scanned data from Docuware to the KHSI drop box on January 1, 2021. Larry seconded the motion and it passed 7-0.

Howard explained how the KHSI insurance could be used as an umbrella policy for local groups, which would be identified as outreach committees. Insurance costs are often prohibitive for regional groups hosting events. During discussion, Larry questioned if the association could be held liable if an incident occurred at a regional event. Larry moved to include liability insurance as an eligible expense for the KREG grant. Dan seconded the motion and it passed 7-0.

Dan requested that the Hairald include a page dedicated to the NSIP committee and information. The board agreed this should be implemented.

Howard questioned if it was time to update the KHSI slogan "A Breed Whose Time Has Come". He suggested a contest for a new slogan, with results announced at the 2021 Expo.

Larry stated that the 2018 increase in registration and transfer fees was too costly. Discussion determined that the increased fees were not affecting registration numbers and no action was taken.

Cindy questioned when and how changes were made to the website. Presently, the promotions committee oversees the website and Alan Culham, Jim Morgan, Robert Walker

and Michelle Canfield have access to and can update/change the website. The board agreed the control should be tightened, especially as board and committee members changed annually. Robert moved to hire a website administrator and have operations (Alan) as the single administrator, as of Jan. 1, 2021. Larry seconded the motion and it passed 7-0.

Jim Morgan joined the meeting at 1:55 PM. He has sent the policy book, as-is, to Jane and Alan, along with the flock ID record and some haircoat inspection information. The scanning is almost complete, with app. 10 historical documents remaining. He also needs to label and file some of the uploaded documents. There are about 48 banker's boxes containing mainly Arkansas registry information in the storage unit. The board directed him to shred all unneeded documents within the next two weeks. Jim will ship the corporate books and historical files/letters to the operations office. Alan asked that Jim submit all invoices by Dec. 15 to facilitate an accurate annual report. The procedural manual needs to be cleaned up and reviewed on an annual cycle, as it is a good resource for new board members. Jim also reported that 50% of the dialog for the hair coat inspection video is completed. Howard asked if he and Alan could have a copy of the list of approved haircoat inspectors. Jim will send it as soon as possible and Alan will schedule a mini-conference call to review the list. The Hairald issue is at the printer. Cindy, Alan and Jim will review the publication process and contact advertisers with the publication schedule.

Cindy reported on the options for the 2021 Expo. Larry moved to hold the Expo in Mexico, MO, pending Cindy's visit to the location. Howard seconded the motion and it passed 7-0. The Expo committee will work on the schedule and programming for the event.

Each board member received a copy of the by-laws. Jane noted that the bylaws committee will review and update the bylaws, especially the guidelines for filing for the board. Larry suggested two additional seats be added, due to the increased number of committees and the growth/changes over the past 15 years. No action taken. The board agreed there should be a policy for board meeting travel. Alan will develop a policy for the board's review and approval. Alan also expressed concerns about the large balance in the checking account. The board directed him to purchase additional CD's and put a portion in a separate savings account, while keeping a lower balance in the checking/debit account.

Robert suggested KHSI explore joining the Kentucky Sheep and Wool Producers as an association member as this may entitle KHSI members to a copy of the HoofPrint magazine. He will explore the possibility and report to the board.

The next board meeting will be December 17 at 8:00 PM EST.

Howard moved to adjourn and Dan seconded the motion. Motion passed 7-0 and Jane adjourned the meeting at 3:35 PM.

Respectfully submitted,
Cindy DeOrnellis