



**American Boer Goat Association  
Board of Directors Meeting  
Homewood Suites  
Lewisville, TX  
August 2, 2008  
8:00 am**

The Meeting was reconvened and called to order by President John Jones.

**Present:**

Troy Veal  
Joe Mueller  
Scott Wetzel  
Coni Ross  
Tina Owens  
Ann Giardini  
Rhonda Edens

Brian Faris  
Chris Shaffett  
John Morrow  
Sara Davis  
Doug Widener  
Barry Watts  
Peggy Taylor

**Absent:**

Tony Brazil  
Jamie Mitchell

Staff: Sherrie Cook, ABGA Accounting Supervisor  
Julie Eikenbary, ABGA Registration Supervisor

Guests: Mike Tynes     David Edens  
          Don Johnson     Jack Mauldin

**AGENDA:**

**I. Approval of Minutes:**

Troy Veal moved to approve the minutes of the July 22, 2008, conference call meeting of the Board of Directors. Ann Giardini second

Voice Vote **MOTION PASSED**

**II. Policy of Posting Minutes:**

The Board directed President Jones to post a summary review of the BOD agenda work on the ABGA web site within a few days of the conclusion of such BOD meeting as the Board felt the official minutes required BOD approval prior to posting.

**III. Advertising for the two positions open with ABGA will state job availability and "apply to" contact information.**

**IV. Sara Davis moved to adopt the job descriptions as corrected and presented. John Morrow second.**

Voice Vote **MOTION PASSED**

The following job description for the position of ABGA Office Manager was approved:

**Position: Office Manager**

American Boer Goat Association  
San Angelo, Texas

**Position Available:** Immediately

**Salary:** Total compensation from \$35,000.00

**Job Description:** This position will...

- (a) answer to the ABGA Board of Directors through the President
- (b) maintain all records as required by the governing laws of the State of Texas

and the association bylaws. Specifically, those pertaining to nonprofit, agricultural entities

- (c) be responsible for the personnel within the ABGA office and their duties, such as hiring, counseling, discipline, rewarding, and firing of office staff and employees.
  - require strict attention to the details of registrations. Any issues in this area should be directed to the Executive Committee
  - this position must have a detailed knowledge of all ABGA programs
  - attend any meetings of the ABGA Board and Executive Committee when requested, and will communicate with the Board's president on a regular basis
  - assist in the preparation of meeting agendas and be responsible for ensuring that all necessary data and information is provided to the ABGA Board in a timely fashion
  - make necessary arrangements for all ABGA Board and committee meetings whether face-to-face or teleconference
  - be responsible for vendor coordination and banking relationships
  - be responsible for the development and maintenance of office policy and procedures.
- (d) oversee daily operations of the ABGA office such as direction, delegation, instruction, education, and supervision. Conduct annual employee evaluations
- (e) oversee and develop payroll, monthly financial reports, year-end statements, annual budget proposals, accounts payable and receivable, and year-end audit
- (f) need knowledge of the association's current investments and the date of their maturity

**Qualifications required:**

1. One to two years related experience and/or training or equivalent combination of education and experience
2. Effective communication skills, both written and verbal
3. Proficiency in Microsoft platform and Quickbooks

**Qualifications preferred:**

1. Bachelor degree from a four year college or university
2. In-depth knowledge and experience with office management

The following job description for the position of ABGA Director of Marketing and Development was approved by the Board:

**Position: ABGA Director of Marketing and Development**

American Boer Goat Association  
Headquartered in San Angelo, Texas  
No relocation is required

**Position available:** Immediately

**Salary:** Total compensation from \$60,000.00

**Job description:** This position will...

- act as a representative of the ABGA at the direction of the ABGA Board through the President
- be responsible for the development of new ideas encompassing marketing and promotion of the ABGA and the Boer goat within the landscape of national and worldwide agriculture, coupled with the ideas and direction of the ABGA Board.
- represent the ABGA at any and all ABGA or industry-related events
- have a working knowledge of ABGA programs and be responsible for continued marketing of ABGA services to its current membership and work to promote these

services with marketing the association and its services to those outside the association's membership.

- be responsible for carrying out the direction of the ABGA Board and will attend any meetings of the ABGA Board of Directors and Executive Committee when requested and will communicate with the Board's president on a regular basis
- be available to serve on industry related committees, communicate with industry-related groups such as USDA, American Goat Federation, and other groups or individuals
- interact and communicate with other goat registries
- interact with other agriculturally-oriented portions of the industry
- assist in the development of proposals for research projects that will benefit the ABGA and goat industry
- require the development and submission of a budget appropriate to any job-related or project-related expense
- prepare, in coordination with the ABGA Board, an annual and long-term strategic plan
- prepare periodic reports on the progress of the strategic plan implementation

**Qualifications required:**

1. Bachelor degree from a four-year college or university and one to two years related experience
2. Effective oral and written communication skills
3. Experience in the production and/or management of livestock
4. Proficiency with Microsoft platform

**Qualifications preferred:**

1. In-depth knowledge and practical experience with goat production

V. Youth Director:

Due to the resignation of Katy Harrell as Youth Director of ABGA, the Board will begin a search for a new JABGA Youth Director. In the interim, Rhonda Edens will head the Youth Committee and will field all questions to and in regard with the JABGA.

VI. E-mail Blast and E-mail newsletter:

Sara Davis and Brian Faris, in consultation with Sherrie Cook, will handle this area in the interim prior to the hiring of an ABGA Director of Marketing and Development.

VII. Spotlight Section for the E-Mail:

Barry Watts suggested a Board "spotlight" section for the e-mail blast to report such items as resignations or any other pertinent information.

VIII. Policies for ABGA Board of Directors meetings and Executive Committee meetings:

Peggy Taylor moved to adopt the following policies for the ABGA BOD meeting dates and the Executive Committee meeting dates. Sara Davis second.

Voice Vote **MOTION PASSED**

**1.ABGA BOD Meeting Policy**

Policy number---08-08-02-3

Policy name---Board of Directors Meeting Schedule

Date Implemented---August 2, 2008

The ABGA BOD shall meet for the purpose of conducting the business of the Association of the first Tuesday of each month. These meetings shall commence at 7:00 PM Central Time. Exception to this policy may be observed in months during which the ABGA BOD meets in a face-to-face capacity at a different time but during the same month. Adjustment may also be made when there is a conflict with a nationally recognized holiday

## **2. ABGA Executive Committee Meeting Policy**

Policy number---08-08-02-4

Policy name---Executive Committee Meeting Schedule

Date implemented---August 2, 2008

The ABGA Executive Committee may meet for the purpose of conducting its business on the third Tuesday of each month. These meetings shall commence at 7:00 PM Central Time. Exception to this policy may be observed in months during which the ABGA Executive Committee meets in a face-to-face capacity at a different time but during the same month. Adjustment may also be made when there is a conflict with a nationally recognized holiday. Emergency meetings of this committee may be called as necessary.

IX. The Board issued a directive to Ann Giardini and Brian Faris to draft a general "Code of Conduct and Ethics". The BOD has requested this draft document meet the "10 day deadline" for the agenda of the next BOD meeting.

X. ABGA Year End Financial Audit for 2007

The Board reviewed and approved the 2007 Year End Audit for ABGA and extended its appreciation to Sherrie Cook for her excellent work in accounting.

XI. JABGA Account:

The Board directed Ann Giardini, Sherrie Cook, and Rhonda Edens to review the JABGA account to see if investment of a portion of that account could safely earn a return for the JABGA.

XII. Review of the January through June 2008 Financials for ABGA:

The board reviewed the January through June 2008 financial statement with discussion on areas in which savings might be achieved.

XIII. Revised Rule M Document:

The Rule M document containing proposed additions and clarifications was presented to the BOD by President Jones. The additions and clarifications were formulated by a committee of President Jones, Peggy Taylor, and Vicky Wetzel.

Brian Faris moved to adopt the revised Rule M document as presented.  
Sara Davis second.

Voice Vote     **MOTION PASSED**

**NOTE: This revised document will be available by special link on the ABGA web site in the short term and then in the General Rules and Regulations area of the web site long term.**

XIV. ABGA Committees for 2008/2009

The Board was called into executive session to discuss the formation of Committees for 2008/2009.

The Board reconvened into open session.

Troy Veal moved to approve the committees as presented, contingent upon each member accepting the committee position. John Morrow second

Voice Vote **MOTION PASSED**

Committees for 2008/2009 will be as follows:

1. Judges Oversight and Continuing Education Committee  
Peggy Taylor, Chairperson  
Sherrie Watkins            Terry Burks  
Don Johnson                Robin Walters  
Gary Reynolds
2. Genetic Improvement Committee  
Joe Mueller, Chairperson  
David Gilliam                Beth Walker  
Linda Merrell                Jessica Kinslow
3. By-Laws Review Committee  
Sara Davis, Chairperson  
Troy Veal, Co-Chair        Kurt Dearing  
John Edwards                Tracy Difenbach
4. Junior/Youth Committee  
Rhonda Edens, Chairperson  
Julie Jordan                 Sherri Stephens  
Jessie Cornelious          Joetta Boyd  
Chris Shallberger          Jennifer Hawthorn
5. Ennoblement Committee  
Doug Widener, Chairperson  
Mark Berry                  Terry Taylor  
Dennie Clark                David Edens
6. Breed Standards Committee  
Coni Ross, Chairperson  
Rebecca Cogswell          Rita Miller
7. National Show Site Selection Committee  
Scott Wetzel, Chairperson  
Mike Cothan                 Leighann Webb  
Paul Kinslow                 Lacy Dean  
McKinley Rogers
8. National Show Committee  
Chris Shaffett, Chairperson  
Reggie Pillians              Kallie York  
Mark Watkins                Earl Owens  
Warren Cude                 G. Victoria Pardee-Hixson
9. Sanction Show Committee  
Tina Owens, Chairperson  
Vicky Wetzel                 Jan Smith  
Lance Ward                  Terry Brown

10. Finance Committee  
Ann Giardini, Chairperson  
Robert Gonzales            Jamie Mitchell  
David Carter                 Susan Darrow
  
11. Magazine Committee  
Sara Davis, Chairperson  
Luke Vickery                Lisa Wolters  
Patricia Parsons            Brian Faris  
Nanette Walker             Kristi Mullins
  
12. Education Committee  
Brian Faris, Chairperson  
Donna Winborn             Jan Carlson
  
13. Membership and Affiliates Committee  
John Morrow, Chairperson  
Coni Ross                    Gaylene Carson  
Eileen Lamm                 Johnan Thompson

Further Committees may be formed and filled as necessary through out the year.

XV. Review of the ABGA Rules and Regulations:

President Jones assigned each director a section of the current ABGA Rules and Regulations to review. Each director is to look for points of conflict or lack of clarity in a particular section and report back to the Board these areas with recommended clarifications, amendments, or changes.

Section A, Tina Owens	Section B, Troy Veal
Section C, Brian Faris	Section D, Scott Wetzel
Section E, Joe Mueller	Section F, Peggy Taylor
Section G, Doug Widener	Section H, Chris Shaffett
Section I, John Morrow	Section J, Rhonda Edens
Section K, Coni Ross	Section L, Barry Watts

XVI. Registration Rule Recommendation

The Executive Committee after being presented with several instances of kids being presented for registration which were reportedly sired by buck kids outside the industry accepted age for successful breeding recommended the following rule by adopted:

“Effective August 2, 2008, ABGA will not accept for registration kids that are sired by a buck or produced by a doe that is less than 90 days of age at the time of conception of the kids without DNA parentage verification of the kids being submitted.”

Barry watts moved to approve the Executive Committee rule recommendation.  
Doug Widener second.

Voice Vote    **MOTION PASSED**

XVII. Traditional – Non Traditional Ennoblement Programs

Due to expressed interest among the membership in combining these two programs and since all the animals are required to compete equally with one another, the feeling is that points should count toward either parent regardless of color. The Board, recognizing that some breeders have centered breeding

programs around the Non-Traditional Ennoblement, determined a need for membership input prior to any decision being made on this issue and toward that effort the following action was taken....

The Board directed President Jones to place on the ABGA web site and in the ABGA magazine a request for membership comment on merging the Traditional and Non-Traditional classes of Ennoblement under one title of "Ennoblement" in which color plays no part in awarding of points earned.

#### XVIII. Request to Major Shows

President Jones presented a draft of a letter to be sent to the "Major" livestock shows which host an ABGA sanctioned Boer goat show requesting that they adjust their show classes to meet the ABGA standardized class schedule in order that the points earned in these shows by ABGA Boer goats are more fairly awarded.

Coni Ross moved to approve sending the letter. Chris Shaffett second.

Voice Vote **MOTION PASSED**

#### XIX. Magazine

The Board directed the Magazine Committee to pursue reviewing the ABGA magazine and meet with the editor in order to see what cost cutting adjustment areas can be found.

#### XX. Office and Storage Space

1. The Board directed the office staff to obtain a bid for scanning and archiving retained documents and records dated from 1994 to about 1999 in order to preserve their historical value and to clear out boxes of stored paper documents.
2. The Board determined a need to begin a search for a larger better designed office facility for a possible future move. Julie Eikenbary and Ann Giardini will coordinate on this search.

#### XXI. Registration Certificates

The Board directed the office to obtain cost data for the proposed new registration certificates which allow display of transfer of ownership and performance data as well as a picture of the animal if desired by the owner. This cost data is to be brought back to the Board.

#### XXII. ABGA On-Line

The Board had discussion surrounding the issue of separating the ABGA On-Line registration service from the On-Line pedigree research service, thereby allowing the On-Line registration as a free service to the membership with the view of discontinuing the old on-line registration program which has some problems.

#### XXIII. Education

The Board discussed support for education.....how and at what cost...including proposed development of a DVD program..

#### XXIV. National Convention

The Board discussed the possibility of holding an ABGA National Convention. The cost being a major factor and what shape a diversified agenda for such a convention would take. Ann Giradini will head up research into the necessary cost and a projected target date should the idea prove viable.

XXV. Office Phone System

The Board reviewed the proposal for a future expanded phone service for the Office.

The Board recessed its meeting until 8 AM August 3, 2008.