

WSRBA Board Meeting – January 10th, 2015

Attendees: Kevin Buttles, Rhonda Wolff, Melody Stremkowski, Barb Semb, Tanya Zimmerman, Paula Courtney, Nathan Semb, Jeremy Kintzler, Gene Zimdars, Eric Breitenfeldt, Tiffany Petrie, Holly Lueressen, Between the Lakes Rabbit Club, Blackhawk Country Netherland Dwarf Rabbit Club, Central WI Rabbit Breeders, Fox Valley Rabbit Club, Friendly Rabbit Club of Trempeleau, Midwest Holland Lop Club, Northwoods Rabbit Club, Stateline Area Rabbit Breeders Association, Upper Midwest Dutch Club, Upper Midwest Rex Club, WI California Rabbit Breeders, WI Havana Rabbit Club, WI New Zealand Rabbit Club, WI Silver Marten Rabbit Club.

The meeting was called to order by President Kevin Buttles at 10:33am at the Park Ridge Café in Stevens Point, WI. Roll Call was taken. Guests were introduced. New Board Members were welcomed to the board.

Secretary's minutes from the June meeting were reviewed. *Rhonda Wolff moved to approve the minutes. Tanya Zimmerman seconded. Motion Passed.* The treasurer's report was passed out. As of December 31st, 2014 there was a balance of \$22,705.31 in checking, \$4,131.49 in savings and \$16,265.51 in the scholarship CD for total available funds of \$43,102.31. *Rhonda Wolff moved to accept the treasurer's report. Barb Semb seconded. Motion passed.*

Kevin Buttles made the following committee appointments for 2015: State Convention – Nathan Semb and Gene Zimdars; Constitution – Rhonda Wolff and Jeremy Kintzler; Budget – Melody Stremkowski; Youth – Tanya Zimmerman and Jill Schmitt; Education – Rhonda Wolff and Barb Semb; Royalty Liaison – Paula Courtney; National Team Liaison – Jill Schmitt; Royalty Co-Chairs – Paula Courtney and Lynn Galbraith-Wilson; and National Team Co-Chairs – Tiffany Petrie and Ann Wimann.

Committee Reports:

State Convention: Dennis Roloff is working with Rhonda on hiring the 2016 judges. Rhonda will forward this information to the co-chairs as soon as it is finalized. There was an issue with the dates initially used for the hiring of the 2015 State Convention judges. Rhonda has been in contact with all judges initially hired confirming the new dates. The judges that are not able to commit to the correct weekend will be replaced. The financial report for the 2014 State Convention was reviewed.

Constitution: Our master document that includes the Constitution, Bylaws, Rules and Forms has been updated to include the new membership fee structure which now has a multiple year membership as well as a Family membership structure; changes to the committee that owns the rabbit silent auction was updated to the Youth Committee; the Scholarship was moved to the Education committee, the new reimbursement forms were added and the updated convention bid form was included.

Budget: The final budget report for 2014 was reviewed. We closed the year with a profit of \$611.59.

Youth: An email was read from Jill Schmitt regarding a concern brought to her from a WSRBA member pertaining to the last minute prep assistance received at ARBA. Jill was unable to make the Board Meeting due to a conflict with work. The last minute prep assistance for the older youth team members that had been received as the group was preparing for the Breed ID contest. The group was displeased with the attitude and lack of knowledge of the individual working with them. It was expressed that through better pre-planning more qualified individuals might have been able to be secured to work with the youth teams. This information will be communicated to all co-chairs for the youth contests as they are preparing for this year's events.

Education: A thank you note was read from Nichole Wilson, our scholarship recipient in 2014. We have also received her first semester grades and enrollment for the second semester along with instructions as to where the scholarship check should be mailed.

Youth Royalty: The goal this year is to have a finalized youth budget for the March Board Meeting to ensure the team is prepared for the remaining portion of the year. The team is looking to focus one big fundraiser so they can put more efforts into educating the kids. The co-chairs will be having a conference call to finalize the budget as well as the schedule for 2015. The schedule of events will be published in the Bulletin as well as on the website. They plan on organizing the submission of expenses so everyone is aware of what the team is spending.

Youth National Teams: Our Quiz Bowl team placed third overall at the ARBA Convention, the team was comprised of individuals from Wisconsin, Minnesota and Iowa. Overall Tiffany had received very good feedback from the individuals attending ARBA. There were two Wisconsin kids that were unable to attend the ARBA convention at the last minute, Tiffany was able to work with Theresa Christen to ensure all teams were able to compete.

Bulletin: Tiffany's address will be changing in the next month, everyone was asked to watch for that information. A reminder that Bulletin information is due on January 15th, Tiffany asked all individuals to put their name in the name of the document to help her differentiate between everyone's information.

Website: Holly would like to get more information on the website to make it more user friendly and a place where all individuals, members and non-members can go to get information about Wisconsin. Holly is currently evaluating web providers and will be making recommendations to the Publicity Committee as our current hosting agreement does expire in April 2015. The current advertising package was discussed – for \$25.00 clubs can purchase their show sanction, get a full page in the Bulletin and load their complete catalog to the WSRBA website. The board did recommend that we put our WSRBA logo in the upper left hand corner of all pages to tie them together and brand our logo.

Sweepstakes: Bob's report was reviewed – he is still missing the reports from the Flemish Giant Club for the August 2014 show. Melody has been in contact with Katie who has indicated that they were the only exhibitors and they have chosen to waive those sweepstakes points. *Rhonda Wolff moved to ask the Flemish Giant Club for a copy of the exhibitor list from the August 3rd, 2014 show identifying who the exhibitors were. Nathan Semb seconded. Motion passed. Rhonda Wolff moved to waive the penalties if the exhibitor list outlines that there was only the one exhibitor. Paula Courtney seconded. Motion Passed.* Discussion followed regarding the expectations of the Sweepstakes Chair and when confirmation should be sent that all documents have been received and all information required was included. *This was deferred to the Constitution Committee for a proposal at the next meeting.*

Youth Liaison: Eric is going to try and utilize the Facebook page more in 2015. He would like to publish activities on that page as well as reminders before each of the shows.

WSRBA Store: No Report. Rhonda will contact Melissa getting her feedback on the new designs from 2014 as well as if she feels new designs should be rolled out in 2015. Rhonda will also work with Melissa to get pictures for the website.

Old Business:

2015 State Convention Format:

1. The sanctions for the Sunday All Breed Show will be the same as State Convention with the exception of Cavies, we will only be sanctioning Cavies for Saturday.
2. We will pay for writers on Sunday - \$20.00 for a full day and \$10.00 for a half day. Writers will not be paid on Saturday.
3. The WSRBA will run the raffle on Saturday and Sunday and receive the proceeds from each day. We will give two top awards each day, one for individuals and one for WSRBA chartered clubs. The individual who has the raffle item with the most tickets will receive \$25.00 and the club that has the raffle item with the most tickets will receive a \$25.00 WSRBA Advertising Package.
4. Awards for Sunday's Show will include ribbons for 1st through 4th places, BOB and BOS ribbons, and plaques for Best 4 Class, Best 6 Class and Best in Show in Open and Youth. The BOB and BOS ribbons will be shorter than those ribbons awarded at State Convention.
5. For Sunday entries we will only accept day of show entries on Sunday. Entries will be \$3.00 for the rabbit entry and \$2.00 for fur. We will not take entries on Saturday for the Sunday All Breed Show.
6. We need to have one judge on standby with the expectation that we will notify them one week prior to the show as to their status after the pre-entries for State Convention have been sorted.
7. We will follow the same format for Breed Chairs for State Convention on Saturday. It will be the responsibility of the Breed Chair to secure writers for their breed.
8. The Rabbit Silent Auction will only be held on Saturday, it will include four class and six class animals.
9. We need to confirm that we can hold a Dessert Silent Auction at this year's banquet as well as what the meal is and the costs so final ticket prices can be calculated.

Paula Courtney moved to approve the items discussed as part of the 2015 State Convention Format. Rhonda Wolff seconded. Motion Passed.

Jeremy Kintzler moved that the judging format on Sunday will be the same as Saturday's State Convention with Youth and Open showing on their respectful tables. Gene Zimdars seconded. Motion Passed.

Immediate Board Responsibilities were discussed. Ordering Ribbons – Melody Stremkowski; Banquet Questions – Kevin Buttles; Finalizing Catalog – Melody Stremkowski and Rhonda Wolff; Finalizing Breed Chairs – Nathan Semb and Gene Zimdars; and the Rabbit Silent Auction – Tanya Zimmerman and Jill Schmitt.

Discipline Policy: This is a carryover item from the October 2014 Board Meeting, the group did not have time to review in detail. Discussion followed as to which pieces of this policy exist within the current constitution where membership is discussed. *The policy was deferred to the Constitution Committee to review further and come back with a proposal to the board.* The Grievance Committee proposed was discussed further. Questions were asked if this should go to the Executive Board first for review, it was explained that the initial reasoning for this committee was to review the validity of an item prior to sending to the board for review. Additional discussion took place as to if we want to look at adding portions of this committee to our current constitution. Questions were also asked as to what the ARBA Guidelines cover as well as what Roberts Rules of Order outlines. *Paula Courtney moved to send this to the Constitution Committee for further review and proposal. Melody Stremkowski seconded. Motion Passed.*

Lifetime Membership: *Paula Courtney moved to table indefinitely until we know the impact of the new three year membership offer. Rhonda Wolff seconded. Motion passed.*

Honorary Membership: The form for the Honorary Member was revised in 2014. It was discussed that we look at adding the wording which stated that an Honorary Membership is not required to be awarded every year and

that the WSRBA Board chooses the Honorary Member Award based on the published guidelines. *Barb Semb moved that this be sent to the Constitution Committee for further review and proposal. Rhonda Wolff seconded. Motion Passed.*

WSRBA Bulletin and Web Stipends: The Publicity Committee proposed that the WSRBA pay Holly Lueressen \$50.00 for the Web Fourth Quarter Stipend. A recommendation was made to pay the Bulletin Editor \$95.00 for the Bulletin Fourth Quarter Stipend with the \$5.00 deduction for errors in headlines over two candidate articles. It was proposed that the Bulletin First Quarter 2015 stipend will be deducted by \$25.00 if an ad manifest is not delivered with the proof showing all advertisements and the paid through date for each of them. *Rhonda Wolff moved to approve the stipend proposals. Jeremy Kintzler seconded. Motion Passed.*

Youth Liaison Structure and Expectations: The current structure for the Youth Liaison positions were discussed and the expectations for that position. Kevin has emailed Morgan Vogel regarding her intentions of her second term two times with now response. She has not met the current expectations of attending Board Meetings and writing articles for the Bulletin. *Rhonda Wolff moved to dismiss Morgan from her position. Gene Zimdars seconded. Motion Passed.* Additional discussion took place regarding ideas for modifying the structure. Suggestions included:

1. Propose a one year term and individuals can reapply for the position with a maximum of serving two terms.
2. Look at making the latest a youth member can apply is when they are a senior in high school. They cannot be 19 at the start of their one year term.
3. Review the number of individuals we want serving as youth liaisons.

Melody Stremkowski moved to send the Youth Liaison Structure to the Constitution Committee for review and proposal to the board. Gene Zimdars seconded. Motion Passed.

New Business:

Certify 2014 Election Results: The election results were reviewed from the Central WI Rabbit Club. President was Kevin Buttles. The individuals elected to the Director positions were Barb Semb, Paula Courtney, Nathan Semb and Jeremy Kintzler. *Paula Courtney moved to certify the election results. Jeremy Kintzler seconded. Motion Passed.*

2015 Budget: The proposed 2015 Budget was reviewed. There are two new variables with the 2015 Budget – how will the three year membership option affect the income for membership fees and what will be the effect of the second all breed show on the State Convention weekend. We will be able to track the new membership fees throughout this year to understand the effect it will have on the Budget. *Barb Semb moved to approve the 2015 Budget. Rhonda Wolff seconded. Motion Passed.*

Constitution Review: Individuals were asked to review the constitution and make any recommendations to the Constitution Committee for formal proposal. Board Members were also asked to review Job Expectations and Policies and make recommendations to the Constitution Committee for formal proposal.

1. Show Date Policy
 - a. Melody will contact Jeanne Walton and confirm what the wording should be for Stateline's All Breed Show.
 - b. Southern Lakes RC will be removed from the policy due to the club dissolving in 2014.
 - c. The Constitution Committee will evaluate the policy and make recommendations to the board as to what should happen to weekends reserved for a club when they do not hold a show for a specific number of consecutive years.
2. Publicity Committee
 - a. The board has been operating with a Publicity Committee for several years now and it is believed that this has worked well. The Constitution Committee will review the structure and make a formal proposal to the Board.
 - i. Updates will need to be made identifying the Publicity Committee as a recognized committee.

- ii. Expectations would need to be set for the committee, it was suggested that the chair person should be a Board Member.
- b. For 2015 Kevin appointed Melody Stremkowski as the chair for the Publicity Committee. It was suggested that we add a WSRBA Member to this committee as well as representation from The WSRBA Store.

2015 Board Meeting Dates: The following dates were set for the remaining 2015 Board Meetings.

March 7th, 2015 – Jefferson, WI – 4:00pm

June 27th, 2015 – Galesville, WI – 4:00pm or immediately following the selection of the O & Y BIS

September 12th, 2015 – Annual Membership Meeting

October 10th, 2015 – Jefferson, WI – 4:00pm or immediately following the selection of the O & Y BIS

Email and Personal Discussion To Board Members: Kevin reviewed conversations he has had with Crown Awards who is based out of New York and is interested in bidding on our sweepstakes awards. After further discussion it was agreed that Kevin would inform the vendor that we were not interested – the logistics of them being located out of state seemed to be too large of a risk with the volume of trophies we order for sweepstakes awards. *Paula Courtney moved to add a Sweepstakes Trophy Opt Out Option on our membership form for those individuals who do not want a sweepstakes trophy. Tanya Zimmerman seconded. Motion Passed.*

Kevin reminded all Board Members that agenda items and supporting documentation need to be submitted to Kevin and Melody one week prior to the meeting. That information will be compiled and sent out to all Board Members in preparation for the meeting.

Jeremy Kintzler moved to adjourn. Nathan Semb seconded. Motion Passed.

Reminders For The March 7th, 2015 Board Meeting – We will be having presentations for the 2014-2015 WSRBA Sweepstakes Awards. The Youth Budget will be reviewed and approved. Constitution Proposals will be reviewed.