

**Michigan State Rabbit Breeders Assoc.
Board of Directors Meeting
June 2nd, 2013
MSU Pavilion, East Lansing, MI**

APPROVED

Roll Call of Board of Director's Present: Quorum Met

| | | | |
|-----------------------|-----------------|-------------------------|------------------|
| President: | Anthony Parker | Osceola R&CBA: | Ronda Hemenway |
| Vice President: | Chris Garrett | Whitetail RBA: | Barbara Irelan |
| Secretary: | Sherry Garrett | MI Cavy Breeders: | Helena Hickerson |
| Interim Treasurer: | Russ Scott | Michigan Dutch RC: | Carlene Bell |
| Central MI RBA: | Janet Bowers | MI Florida White: | Albert Irelan |
| Great Lakes R&CS: | Bryan Shirk | MI Mini Lop RC: | Kelly Hansen |
| Heart of Michigan: | Candy Carpenter | MI New Zealand SC: | Henry Carpenter |
| Hop-2-It: | Donna Mallory | MI Silver Fox SC: | Eriks Troms |
| Lapeer Area RR: | Denis Keefer | MI State Lop Club: | Crystal Parker |
| Mid Michigan RBA: | Ron Carpenter | MI State Mini Rex Club: | Peny Jezuit |
| North Central MI RBA: | Mark Kopfman | | |
| 5 Guests present | | | |

Secretary's Minutes:

Motion by Ronda Hemenway second by Donna Mallory to accept the minutes as printed. Motion carried.

Financial Report (Russ:

06.01.2013

| | |
|------------------|-------------|
| Total Income: | \$38,286.07 |
| Total Expenses: | \$33,816.28 |
| Current Balance: | \$17,654.58 |

Assets:

| | |
|-------------------------|-------------|
| CD – July Rollover | \$ 2,046.86 |
| CD – Oct. 16th Rollover | \$ 1,021.64 |

CD's to be rolled over to be closer to our annual shows once they mature.

Budget overages:

| | |
|------------------------------|-------------------------------|
| Fall Show Sanctions: | \$526.50 (\$1.50 over budget) |
| Convention Catalogs Postage: | \$51.76 over budget for 2013 |
| Master Breeder Jackets (2) | \$101.02 over budget |

Bills: We have not received the billing for the Pavilion facility for the 2013 Convention weekend from ANR.

Request by the Board of Directors for the Treasurer to print the Summary Report with the beginning and ending balance for the financial report at the meetings. Discussion on the long vs. short report. Preference to the long report to the BOD's. Treasurer's report to be sent to the Audit Committee.

Budget adjustments:

Janet Bowers made the motion, second by Mark Kopfman to adjust the budget for the Master Breeder area up \$101.02.

Roll Call vote and motion passes unanimously.

Motion by Sherry Garrett, second by Henry Carpenter to adjust the postage budget upward for the Convention catalogs in the amount of \$51.76. Roll Call vote and motion passes unanimously.

Motion by Helena Hickerson, second by Penny Jezuit to adjust the Fall Show Sanctions line item of the budget to \$550.00 to cover the overage of \$1.50 and any increases in costs. Discussion. Roll Call vote of the board and the motion passed unanimously.

Presidents Report: Tony Parker

Tony Parker discussed progress on choice of an outside auditor.

Convention numbers of rabbits and covies were discussed.

Vice President: Chris Garrett

Chris Garrett stated that the cavy numbers were up at the State 4-H Rabbit & Cavy Expo Saturday. He will represent the MSRBA at the State 4-H Awards Assembly to present the State 4-H Awards for Rabbits & Cavies in June.

Interim Treasurer: Russ Scott

Russ Scott provided banking updates to the board of directors. The new accounts have been opened at Chemical Bank. Motion by Ron Carpenter, second by Ronda Hemenway to transition the CD's at Independent Bank to dates closer to our annual shows. Roll call vote with the motion approved unanimously.

Secretary Reports: Sherry Garrett

Affiliations: ARBA Charter update for affiliations.

Facebook: Sherry Garrett updated the Board of directors on the Facebook page as persons so far are following the rules. It was requested by members of the board to contact LaDonna of Briarwood to encourage her to become a member of the association to assist with updates on this meat buyer for the MSRBA membership on our Facebook page. William Russell, our second meat buyer is already a member of the association.

Unfinished Business:

Committees: Updated appointments

- **Equipment:** Ron Carpenter, chairperson with Chad Weiss on committee
- **Promotional:** Ronda Hemenway, chairperson with Candy Carpenter on the committee
- **Constitution:** Rob Usakowski, chairperson with Chris Garrett and Henry Carpenter on the committee
- **Audit:** Janet Bowers, chairperson. Suggestions to be taken for a second person to be added to the committee.

New Business:

Show Circuit: Carlene Bell

Show Circuit Rules:

SECTION 12:

B. Awards

4. Quality Points - A plaque for the top three (3) largest number of quality points.

Motion by Helena Hickerson, second by Mark Kopfman to add #4 on cavy quality points to the Show Circuit Rules.

Roll Call vote and the motion carried unanimously.

SECTION 8:

B. Quality Points

2. Animals will only receive points for the highest award won in any (1) show. Points cannot be compiled on an animal.

There must be three (3) breeders and five (5) rabbits/cavies in the breed for Best of Breed. There must be three (3) breeders and five (5) rabbits/cavies in Best Opposite of breed to receive quality points for Best Opposite of Breed.

Motion to add the word "cavies" in each sentence (2) to read rabbits/cavies for equal opportunity for Quality Points by Chris Garrett, second by Russ Scott. Roll Call vote and the motion carried unanimously.

Clubs Probation:

Motion by Sherry Garrett, second by Janet Bowers that clubs will be on probation until their next MSRBA Sanctioned show, including each show of the weekend. Head Tax fees must be in the Show Circuit Chairpersons possession on day 30. Roll Call vote: All board members in favor with the exception of Sherry Garrett – Nay, Bryan Shirk – Nay, and Eriks Troms – Nay. Motion carried.

Secretary Sherry Garrett has a copy of a probationary letter and will email this to the officers and board of directors. Mail a hard copy to Dennis Keefer and Carlene Bell.

Clarification of what constitutes a Modified show report:

Sherry Garrett made a motion, second by Donna Mallory to utilize the current MSRBA All Breed Show Report for Affiliated Specialty Clubs to complete and return to the Show Circuit Chairperson within 30 days of the Specialty Clubs shows with only the information that applies to their breed and the show. No head tax to be paid.

Motion amendment for addition to motion: Motion by Sherry Garrett, second by Donna Mallory, Penalty for late or lack of filing the Modified show report to be denial of MSRBA insurance application for the following year and to be effective as of this date, June 2nd, 2013.

APPROVED

Roll Call vote on the original motion: Motion approved by unanimous vote.

Roll Call vote on the Amended motion: Motion approved by unanimous vote.

Roll Call vote on the original motion with the approved amendment. Motion carried with all directors for the motion with the exception of Eriks Troms. Motion carried.

Request to have the Youth to have their own sanction form for the website, and to remove the youth information from our current Sanction form. Sherry Garrett will set this up and send to Glenda Weiss to provide for the website and for youth Sweepstakes Chairperson, Margaret Potter to utilize. The youth and advisor were given this request following the youth report during the Board of Directors meeting today.

Michigan State Rabbit Publication By-Laws:

SECTION 3:

E. Must print all Officers (Open & Youth), and Youth Advisors on inside front cover of each issue printed. Print all affiliated club's Secretaries and State Directors on page opposite inside front cover of each issue printed. (current rule)

Change to read:

E. Must print all Officers (Open & Youth), and Youth Advisors on **numbered page 1** of each issue printed. Print all affiliated club's Secretaries and State Directors on **numbered page 2** of each issue printed.

Motion by Sherry Garrett, second by Janet Bowers to approve the changes to SECTION 3, E of the Michigan State Rabbit Publication By-Laws of movement to the listed pages in the change. Roll Call vote approved by unanimous vote. Motion carried.

Meeting Notifications in Publication:

Discussion by Tony Parker on the meeting notifications in the Michigan Rabbit News. The dates of the meetings are valid as printed in the May/June issue of the Michigan Rabbit News.

Motion by Donna Mallory, second by Janet Bowers that the publication to be sent to the Executive Committee for approval prior to printing for proofing. Roll Call vote approved by all board members with the exception of Sherry Garrett – Nay.

Motion carried.

Michigan Rabbit News, colored advertising pages:

Motion by Sherry Garrett, second by Carlene Bell to change the advertising rates of the four colored pages of the Michigan Rabbits News: Front Cover: \$45.00 per issue; Back Cover: \$210 per year; Inside Front Cover: \$165.00 per year; Inside Back Cover: \$135.00 per year. New ad rates for the full page ads to be effective with the printing of the July/August, 2013 issue. Front cover rate to be effective with the printing of the Sept./Oct. issue. Roll Call vote approved unanimously by all board members.

Any Other New Business:

Meat Buyers at Fall Show: Tony Parker has contacted the Pavilion, and Scott has stated that the meat buyer can be on the Pavilion grounds during our Fall Show but they must not be inside the building and must be discreet in their placement and in the way they handle the rabbits. This is to be voted on at the September meeting by the membership.

Youth Report: The youth have 142 members now. There will be a Bake Sale at the August GLRCS show in Corunna. The September meeting will be an educational meeting.

Audit funding:

Motion by Donna Mallory, second by Mark Kopfman to approve up to \$500.00 for the external audit of the 2012 books. Roll call vote with all board of directors in favor of the motion. Motion carried.

Director Dennis Keefer requested to address the board with his concerns of personal defamation of character by certain Board of Directors/members by email and various Facebook page comments and stated that this needs to stop.

Cavies: The numbers are up and there is a need to have a 3rd judge for Convention. Judges Hiring chairperson, Penny Jezuit is to be notified of this request.

Convention 2014 Secretaries:

Open Secretary Shows A & split show B (Saturday & Sunday): Barbara Irelan

Open Secretary Show C: Neva Sulpher

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Standing Rules Board of Director Votes Update:

February 2005: Contracts. Janet Bowers made the motion, second by Russ Scott to remove this rule. Unanimous board approval.

June 2005: Airline Tickets: Motion by Helena Hickerson, second by Bryan Shirk to remove this rule. Unanimous board approval.

December 2006: Banquet. Motion by Chris Garrett, second by Helena Hickerson to remove this rule as it is restated in the September, 2007 minutes. Motion approved by unanimous board approval.

September 2007: Sweepstakes Awards. The last two sentences were removed in a motion by Russ Scott, and second by Chris Garrett with the following written into the motion: *Awards must be picked up by the close of the Sunday Shows of Convention.* Roll call vote with all board of directors in favor of the motion. Motion carried unanimously.

February 2008: Cage Dealers. Motion by Russ Scott, second by Chris Garrett to remove this rule as it we currently only allow two cage dealers and it is no longer in effect. Roll call vote by the board of directors, motion carried unanimously.

June 2008: Convention Specialty Shows. Motion by Chris Garrett, second by Kelly Hansen to remove this rule as we no longer hold specialty shows on Convention weekend. Roll call vote of the board of directors. Motion carried unanimously.

December 2008: Returned Postage. Motion by Kelly Hansen, second by Russ Scott to remove this rule as it is not functional in tracking for the MSRBA postal mailings. Roll call vote of the board of directors. Motion carried unanimously.

December 2008: Convention Booths. Motion by Chris Garrett, second by Russ Scott to delete this rule as the Convention Contract date has been changed. Roll call vote of the board of directors. Motion carried unanimously.

February 2009: Secretary Computer. Motion to delete this as a standing rule as it was a one-time purchase by Chris Garrett, second by Ronda Hemenway. Motion carried.

June 2009: Sweepstakes. Restate the rule to state: *The webmaster wants a copy of the sweepstakes each month from the Sweepstake points keeper. The updated Sweepstakes to be received by the webmaster by the 1st of the month and the webmaster must have them posted by the 7th day of the month. A copy to be sent to the club secretary for verification purposes.* Motion to make the changes as printed above by Barb Irelan, second by Eriks Troms. Roll call vote approved unanimously by the BOD's

December 2009: Membership Contest. As there have not been any individuals or clubs to reach the minimum of five new open members per calendar year, Ronda Hemenway made the motion to discontinue this contest, second by Mark Kopfman. Roll call of the board of directors. Motion carried unanimously by the board.

December 2009: Sweepstakes Awards. Motion by Kelly Hansen, second by Ron Carpenter to discontinue the use of the nylon jackets as Sweepstakes Awards. Roll call vote of the board. Motion carried unanimously by the board.

June 2010: Affiliated Clubs Compliance. Motion by Helena Hickerson, second by Henry Carpenter that due to confidentiality issues affiliated clubs information of not being in compliance with the MSRBA should not be posted publicly on the MSRBA website. Roll Call vote of the board. Motion carried unanimously by the board of directors.

September 2010: Fall Show Awards. *Fall Show Awards: Saturday Top 25 Open and Top 20 Rabbits Youth, Top 3 Cavies Open, Top 2 Cavies Youth, Cavies BIS \$25, Best Reserve of \$15 each. All Trophies/Awards for Saturday. Sunday Show C Awards: Top 20 Open and Top 15 Youth. Cash Awards for Sunday. The number determinations taken from the Fall Show breed entries of the previous year.* Motion to accept the changes as printed by Ronda Hemenway, second by Bryan Shirk. Motion carried.

January 2011: Sweepstakes Awards (Amended from December 2009). Motion by Brian Shirk, second by Ronda Hemenway to remove the rule to purchase jackets for awards and trophy award value of \$25. Roll call of the board of directors. Motion carried unanimously.

January 2011: NSF Checks. Motion to remove the last sentence as it was a discussion and not a motion by Russ Scott and second by Ron Carpenter. Roll call of the board of directors. Motion carried unanimously.

January 2011: Trailer Account. Amended to read: To open and maintain a savings account for the specific holding and use of funds for Equipment, Head Tax, and our support of the Michigan 4-H Programs.

November 2011: Show Reports in Newsletter. As the show reports have been voted on to be returned to the newsletter, this rule is null and void. Motion to remove this rule by Chris Garrett, second by Ronda Hemenway. Roll call of the board of directors. Motion carried unanimously.

February 2012: MSRBA Facebook Page rules. The Facebook page is a closed group for the MSRBA membership only so this rule is no longer in effect. Motion to remove by Sherry Garrett, second by Ronda Hemenway to remove this rules as the Facebook page is a closed group for MSRBA members only. Roll call of the board of directors. Motion carried unanimously.

April 2012: Specialty Clubs Liability Insurance, ratified at the June 2012 meeting. Amended June 2nd, 2013 Sherry Garrett made a motion, second by Donna Mallory to utilize the current MSRBA All Breed Show Report for Affiliated Specialty Clubs to complete and return to the Show Circuit Chairperson within 30 days of the Special Clubs shows with only the information that applies to their breed and the show. No head tax to be paid.

Motion amendment for addition to motion: Motion by Sherry Garrett, second by Donna Mallory, Penalty for late or lack of filing the Modified show report to be denial of MSRBA insurance application for the following year and to be effective as of this date, June 2nd, 2013.

Roll Call vote on the original motion: Motion approved by unanimous vote.

Roll Call vote on the Amended motion: Motion approved by unanimous vote.

Roll Call vote on the original motion with the approved amendment. Motion carried with all directors for the motion with the exception of Eriks Troms. Motion carried.

June 2012: New Computer Open Show Secretary. Motion to remove as this was a one-time motion approved by the board of directors by Chris Garrett, second by Donna Mallory. Roll call of the board of directors. Motion carried unanimously.

September 2012: Fall Show Booth Contract. Motion by Ron Carpenter, second by Henry Carpenter to remove this motion as the contracts are written and utilized with the current fee schedule. Roll call of the board of directors. Motion carried unanimously.

November 2012: Yearly Report for Directors Manuals on MSRBA Property Owned. The yearly report will be compiled by Ron Carpenter and previous Equipment Chairperson, Tony Parker and distributed to the Board of Directors at the September quarterly Board of Directors meeting.

Motion to adjourn by Mark Kopftman, second by Helena Hickerson. Motion carried.

Respectfully submitted by:

Sherry S. Garrett, secretary

APPROVED