

Eastern Alliance for Production Katahdins

Board of Directors' Meeting Minutes

June 23, 2021

Present: Brad Carothers, Roxanne Newton, Kathy Bielek, Lee Wright, Tom Hodgman, Lisa Weeks and Robert Walker.

President Brad Carothers called the meeting to order at 7:03 PM.

Old Business

- Lisa moved that the minutes from the last meeting be approved as written. Roxanne seconded and the motion passed.
- Brad reported that all of the full membership refunds were sent out last week. This was to refund people who had paid the full membership fee but were not enrolled in NSIP so could only join as associate members. With the changes Robert made to the on-line membership form there shouldn't be problems in the future.

New Business

Brad suggested the BOD meetings be recorded and saved at least until the minutes from the meeting are approved at the next meeting. Everyone agreed and the rest of the meeting was recorded.

Committee Reports:

Communications Committee – Roxanne, Kathy, Robert, Lisa, Brad

- Roxanne reported that the summer newsletter was sent in early June. Kathy asked if anyone in the group had ideas or suggestions for blogs or newsletter content. Brad suggested a blog post on flushing and preparing ewes before breeding. Roxanne suggested biosecurity and quarantine as topics. Everyone was encouraged to email Roxanne or Kathy if they have ideas or suggestions.

Mentorship Committee – Roxanne, Kathy, Lisa

- The committee is working on a survey of the membership to identify needs and interests. A paper version will be handed out at the symposium, to be followed by an email version to the entire membership later in the summer.

Symposium & Sale Committee – Brad, Lisa, Lee, Robert, Kathy

- Symposium Attendance
 - Roxanne reported that registration currently is 31. The caterer needs a final count by 7/2. It was agreed to do one more email blast early next week and to promote again on social media.
 - Roxanne suggested increasing the registration fee only at the door, instead of July 1st. After some discussion it was agreed to leave the price at \$35 for anyone who registered

on-line and to increase to \$45 for walk-ins at the door. Robert made the changes to the website during the meeting and added that the event was open to the public.

- Lee will send an email blast to his VA Tech email list. KHSI will also do an email blast before the event.
- Sale Consignments
 - Brad reported that he had spent yesterday talking to consignors who were having problems getting their information uploaded to Willoughby's site. He offered to do a Zoom call to help people get their consignments submitted if necessary.
 - It was noted that Willoughby has several different templates available. It was decided at this point (more than half the consignments have already been submitted) not to require a specific template. Something to consider for future years.
- Promotional Items
 - Robert reported that he has ordered two tabletop displays. He's working on rack cards and will order 1000 to get the best price. Lee can use the rack cards along with the banner at Andrew's NC field day.
 - Lee said the group could post four to five lines on the marquee in front of the fairgrounds. It was agreed to use "Eastern Alliance Katahdins" "Symposium & Sale" "July 9-10, 2021". Lee will handle the details.
 - Kathy will arrange for printing all the handouts. It was also agreed to print 100 copies of each of the fact sheets to have available. She will handle that as well.
 - It was suggested that EAPK ballcaps would be a good way to identify BOD members. Since ballcap orders are backordered right now, tee shirts were suggested. Robert will get quotes for tee shirts printed with the EAPK logo.
 - Brad mentioned that he had a debit card for EAPK and to call for the number if needed.
- AV Equipment
 - Lee reported that there is a big screen available in the conference room. He will bring the laptop and projector from the Station.
- Facility
 - There are tables and chairs in the conference room. We will need to set up and tear down.
 - Panels for the transfer and sale pens are sitting in the shed and will need to be set up. Everyone needs to let Brad and Lee know if they need a transfer pen, and how many. Brad will send an email blast to members. The charge for a transfer pen will be \$10 per head per day, and will only be available to EAPK members. There will be a maximum charge of \$20 per head.
 - Lee will contact a local equipment dealer to borrow a tractor for moving the panels and for cleanup. All the bedding and manure will need to be pushed to the pit out back.
- Brad will send an email blast to all members on 7/1 to let them know about the transfer pens. Everyone bringing sheep (transfer pens and sale animals) will need to supply their own shavings for bedding, health paperwork, feed and their own equipment (water buckets, halters, etc.).
- Security –
 - There was discussion on whether and how much security was needed in the barn overnight. The fairgrounds told Lee there has never been an incident in the past.
 - Lee mentioned that we could hire a security person to spend the night in the barn, or we could ask the local police department to make extra swings by the facility. It doesn't look like we'll be able to lock the fairgrounds because there is a horse event taking place in another part of the fairgrounds. Lee will check with the fairgrounds for names of

possible security personnel and get costs for two nights and report to the group via email.

- Miscellaneous
 - Lee has the two big coolers they use for field days at the Station that we can use for bottled water.
 - Lee will check to be sure there are restrooms available for sale day. There are restrooms available in the conference room for use during the Symposium.
 - Lee will look into bringing load out ramps from the Station for loading animals.

Website/Social Media Committee –

- Robert reported that he had made all the requested updates to the website.

Technical Committee –

- Nothing to report.

Roxanne motioned to adjourn the meeting; Tom seconded. The meeting adjourned at 8:14 PM

Next meeting is July 28th at 7:00pm EST

Respectfully submitted

Kathy Bielek