

WSRBA Board Meeting – January 4th, 2025

Attendees: Nathan Semb, Sandy Zimdars, Melody Stremkowski, Timothy Baker, Phil Krueger, Larry Livingston, Pat Holmes, Barb Semb, Terri Smith, Sherry Benzshawel, Badger Rabbit Breeders Association, Blackhawk Country Netherland Dwarf Rabbit Club, Central WI Rabbit Breeders, Fox Valley Rabbit Club, Friendly Rabbit Club of Trempeleau, Happy Hoppers Rabbit Club, Midwest Holland Lop Club, Northwoods Rabbit Club, Packerland Rabbit Breeders Association, Upper Midwest Dutch Club, WI Satin Breeders Association.

The meeting was called to order by President Nathan Semb at 10:46am in Tomah, WI. Roll call was taken.

Secretary's minutes from the November 2024 meeting were reviewed. *Phil Krueger moved to approve the minutes. Barb Semb seconded. Motion Passed.* The treasurer's report was passed out. As of November 15 2024, there was a balance of \$3,358.90 in checking, \$4,164.23 in savings and \$24,861.39 in the scholarship CD for total available funds of \$32,384.52. *Phil Krueger moved to accept the treasurer's report. Larry Livingston seconded. Motion passed.*

Committee Reports:

State Convention: The committee discussed the Best In Show format at State Convention and our All Breed Show the following day. Review was done regarding what other states are doing. Based on that review the committee has decided to keep our award structure as is. For our next meeting the committee will be reviewing the banquet options as well as food stand options.

Constitution: Items will be discussed under Old Business.

Budget: The 2024 Budget was reviewed.

Youth: Sandy will be sending out an email to all youth members to get them together in Tomah to discuss plans for the upcoming year, specific to the Benefit Show and the Auction.

Education: No Report.

Youth Royalty: No Report.

Youth National Teams: No Report.

Publicity: No Report.

Bulletin: No Report. The Board did ask if we could change the weight of the cover and inside pages to lower any costs, especially since it has to go into an envelope for mailing. Mel will follow up to see what our options are.

Website: No Report.

Sweepstakes: Everything is current.

Youth Liaison: No Report.

WSRBA Store: No Report. The Board discussed how we can market the items for sale in the WSRBA Store to spark addt'l interest. The Publicity Committee will get with Melissa to see if we can provide notice for the shows she will be attending to ensure she has space available. This could also include adding a clause to the sanction form for All Breed Shows that space is needed for the WSRBA Store.

Old Business:

2025 WSRBA Show Benefitting Our Youth Programs:

- Eight judges have been secured for the show.
- The youth will be running the concessions and the raffle. Ann will be messaging asking for dessert donations.
- *Barb Semb moved that the WSRBA donate a carrier with a \$40.00 gift certificate to the WSRBA Store. Sandy Zimdars seconded. Motion Passed.*
- We will need help on Sunday from the WSRBA Youth to tear down and clean up. Set up will be Friday afternoon, anyone is welcome to assist.
- Sandy will confirm the building rent.
- We have approval to use the Friendly Equipment, Barb will follow up with the cost.

WSRBA Youth Contest Portal: Terri had reviewed the terms and conditions of the company we were planning to use and a user cannot be under the age of 13. Terri will follow up with Angela to discuss how we should go forward.

Bulletin Advisor & Editor Application and Expectations: Since the Board last met we have put together a proposal for a structure that includes a Bulletin Advisor and a Bulletin Editor. The Editor could be someone that is not a member of the WSRBA, but has design skills. The Advisor would be a WSRBA Member that is part of the Publicity Committee and familiar with our Bulletin requirements.

- *Terri Smith moved to accept the proposed outline of having a Bulletin Advisor and a Bulletin Editor. Sherry Benzshawel seconded. Motion Passed.*
- *Terri Smith moved that the President will appoint the Advisor and work with the Publicity Committee on next steps. Sherry Benzshawel seconded. Motion Passed.*
- *Larry Livingston moved to implement a stipend of \$25.00 per hour with a cap of \$200.00 for the Bulletin Editor. Barb Semb seconded. Motion Passed.*

Review Constitution Items:

- *Melody Stremkowski moved to approve the proposed changes on electronic ballots. Larry Livingston seconded. Motion Passed.* The Constitution Committee will move forward with getting the required membership signatures and publishing the change in our Summer Bulletin. The update will be posted at the end of the minutes.
- *Phil Krueger moved to approved the proposed changes on the charter non-renewals. Pat Holmes seconded. Motion Passed.* The Constitution Committee will move forward with getting the required membership signatures and publishing the change in our Summer Bulletin. The update will be posted at the end of the minutes.
- Mel will remove the Convention Bid Form from the master document.
- Mel will forward to the Constitution Chairs the information discussed to date on the late show policy.
- The Committee will confirm that we do not need to make any changes now that we have gone to an Electronic Bulletin.

New Business:

Certify Election Results: Election results were reviewed. *Melody Stremkowski moved to approve the election results. Larry Livingston seconded. Motion Passed.*

2025 Committee Chairs: The 2025 Committee Chairs were assigned.

Review Job Expectations: Proposals were reviewed to revise the expectations of our Youth, Education, Publicity and Youth Contest Chair Positions. *Phile Krueger moved to approve. Pat Holmes seconded. Motion Passed.* Updated expectations will be printed at the end of the minutes. All Board Members were reminded that they are expected to write an article.

Review Constitution: Everyone was encouraged to review the Constitution, By-Laws and Master Documents. Suggestions for discussion should go to the Constitution Committee>

2025 Board Meeting Dates: Board meetings will start at 4:30pm or immediately following the Best In Show selection, whichever is earliest. March 8th Badger RBA Jefferson, WI; June 28th Friendly RBA Galesville, WI; October 25th Perkins Tomah, WI 10:30am. Our Annual Membership Meeting will be September 6th following the Awards Presentation and Banquet Meal.

Fourth Quarter Bulletin & Website Stipends: The Publicity Committee recommended full stipends for both the Bulletin and the Website. Kersten has been doing an excellent job since taking this position. The committee acknowledges that the Bulletin was much later than expected for the Fall Issue; however, Angela has done an amazing job in this position and not all reasons for the delay were items she could control. *Sandy Zimdars moved to approve the recommendations. Phil Krueger seconded. Motion Passed.*

Public Forum: Discussion was held regarding the Board Meeting attendance and if in person attendance is required or if Zoom is acceptable. Initial review seems to state that attendance via Zoom is acceptable, but the Constitution Committee will review and bring back to the March Board Meeting for discussion.

Phil Krueger moved to adjourn. Barb Semb seconded. Motion Passed. Meeting Adjourned.

Reminder: At our March 2025 Meeting we will be having presentations for Sweepstakes Trophies/Awards. We will review the Youth Budget. We will also read and review any resolutions.

Constitution.

Article V Section 2. Proposed Changes Underlined And In Bold Below.

The Secretary will verify memberships for all nominated individuals. The names of all qualified candidates shall appear on the ballot to be mailed by November 15. A pre-addressed envelope shall accompany each mailed ballot with the election chairperson's address hereon. Ballots must be postmarked no later than November 30. **The Board of Directors may, at its discretion, offer methods for electronic balloting if those methods offer the ability to ensure that each member only votes once and that it complies with the date requirements in this section.** The election committee, consisting of three (3) members of the Association, and appointed by the Board of Directors, will count all acceptable ballots and send a certified statement of the results to the President and the Secretary. The President and/or the Secretary will retain the original ballots and the certified statement for one (1) year in the event that there is any question concerning the ballots or election results.

Article IX. Proposed Changes Underlined And In Bold Below.

All individual members, except youth members, shall have the right to vote in person at annual or special meetings of the Association. All individual members, except youth members, shall also have the right to vote by mail, **or any other method approved by the Board of Directors consistent with this WSRBA Constitution,** for elections of officers or upon any other matters submitted by the Board of Directors. No member under the age of nineteen (19) shall be eligible to sign petitions, amendments or resolutions to the WSRBA Constitution and By-Laws; however members under the age of nineteen (19) shall have the right to write and submit petitions on any matters pertaining to the WSRBA for consideration by the WSRBA Board and/or membership.

Bylaws

Article II. Section 1. Proposed Changes Underlined And In Bold Below.

For any local club or breed specific club to be affiliated with the Association, they must make application and pay a charter fee by January 1 of each year to the Association Secretary/Treasurer. All the officers and directors of the applying club must be a member of the Association and the club must be chartered with the ARBA. Any charter not filed and paid for by the January 1st deadline, will pay an additional late fee. **If the club or breed association fails to make application and pay the renewal fee plus the additional late fee within sixty (60) days of the 1st day of January, the charter shall be null and void. A charter that has been forfeited cannot be renewed. Members of the club or association may make application for a new charter under a different name in accordance with the rules and regulations of this association.**

WSRBA YOUTH CHAIRPERSON(S) EXPECTATIONS. – APPROVED 01.04.25

1. Be a resource of information and contact directly for the youth members of the WSRBA.
2. Will serve as Chairperson of Youth Benefit Show Committee. Will work with the youth on all aspects of running this show.
3. Will serve as the Chairperson of the Rabbit/Cavy Auction Committee. Will work with the youth to secure animal donations and run the auction at State Convention.
4. Recruit youth to the WSRBA events and contests.
5. State Convention assignments will be to help with the live rabbit auction, hand out sweepstakes awards and oversee the Arts & Craft and Coloring Contests on Saturday. On Sunday work with the Convention Committee to ensure a successful show.

WSRBA Youth Contest Chair Expectations (Replaces National Teams Liaison & Royalty Liaison) - APPROVED 01.04.25

1. Be the prime source of communication between the WSRBA Board and the Chairpersons of the Royalty and National Teams Committees. This would include delivering to the Royalty /National Team news, information, and directives coming from WSRBA Board meetings. It also includes presenting to the WSRBA Board updates on activities completed and those being planned, requests for assistance and guidance, and any questions that may come up from the Royalty, National Teams and Youth Management/Achievement Committees that pertains to policies or procedures of our youth programs.
2. Work with Committee Chairs on any application revisions and present to the Board for approval.
3. Work with the Committee Chairs to create a budget for the youth programs and present to the Board for approval.
4. Be familiar with the rules and policies of the ARBA youth programs and contest to be a valuable resource and backup that information when needed.
5. Be available to assist the Royalty and National Team Committees with activities and projects.
6. Assist the Management and Achievement, Royalty and National Team Committees with the award program before and during the WSRBA State Convention.
7. Will serve as part of Youth Benefit Show Committee.
8. To make sure that all WSRBA youth members living in the state and competing at the ARBA Convention have a contact person to help and direct them. This includes Judging, Breed ID, Quiz Bowl, Royalty and Showmanship.
9. State Convention assignments will be to be the lead person on Saturday morning in the youth contest area. On Sunday work with the Convention Committee to ensure a successful show.

WSRBA EDUCATION CHAIR Expectations - APPROVED 01.04.25

1. Responsible for providing one educational program for the benefit of the entire membership-adults and youth-each year. Examples of such programs include a judges conference, rabbit/cavy workshop, demonstration, guest speaker, etc. Said program shall be advertised to the entire membership in the bulletin and on the web.
2. Work with the Youth Contest Chair to run and plan educational events at shows. Promote the schedule of events in the Bulletin and Social Media.
3. Review prior year contest results with the Youth Contest Chair to identify key areas training sessions should focus on.
4. Work with local Rabbit Leaders to coordinate and promote Regional Fun Shows and Rabbit Workshops.
4. Submit Grant Application to ARBA (annually) & follow-up on status of funds as needed.
5. Review annual Scholarship Applications with other selected committee members. Scholarship is announced/awarded during WSRBA Convention Banquet.
6. Promote the WSRBA Showmanship Sponsorship Program and assist with selecting the organizations who would be awarded these Sponsorships.
7. State Convention assignments will be to prepare the rooms for the Judges Conference on Saturday and oversee the Conference on Sunday. If time allows can assist with the Youth Contests on Saturday.

Publicity Committee Expectations - APPROVED 01.04.25

Expectations for the Publicity Committee are as follows:

1. Shall supervise all aspects of publicity of the Association including, but not limited to, the Association Website and Bulletin.
2. Shall serve as the primary liaison between the Membership and the Board of Directors relative to matters pertaining to the Bulletin, website and the WSRBA Store.
3. Shall review and approve proposed designs used to promote the Association.
4. Shall report to the Board of Directors at each meeting including, but not limited to, the proposed stipends to be paid to the Association Bulletin Editor and Webmaster.
5. Shall have the opportunity to review and propose changes to the WSRBA Bulletin proof prior to publication.
6. Be a mentor and an aid to the Youth Liaison on the WSRBA Board. Be available to assist the Youth Liaison in any way with projects or activities.

CONVENTION CHAIR EXPECTATIONS - APPROVED 01.04.25

1. To present a venue for the annual WSRBA State Convention that meets the requirements outlined.
2. To hire and confirm judges for the State Convention. At least three judges must be licensed to judge covies, with two of those judges being a dual judge. If the committee is unable to hire three cavy judges they will work with the President to confirm the final list.
3. Work with the secretary regarding the payment of judges and any flights that need to be booked.
4. Work with the Publicity Committee to ensure the flyer is up to date and has been given to the judges.
5. Identify the host hotel and work with the secretary to secure a block of rooms for our exhibitors as well as the rooms for the judges.
6. Secure a club or vendor to run the kitchen both days, providing breakfast and lunch to the exhibitors and judges. This includes working with the Secretary to ensure the application is up to date.
7. Secure a club to provide the equipment for the weekend. This includes working with the Secretary to ensure the application is up to date.
8. Secure a venue and menu for the Banquet and All Membership Meeting on Saturday evening. Present the menu to the board for approval. Organize setup and tear down based on the needs of the venue.
9. Organize the set up and tear down for the weekend.
10. Run a successful show on Saturday and Sunday.