

**Belgian Draft Horse Corporation of America**  
**Board Meeting – January 5, 2016**

The board meeting was called to order at 9:07 a.m. by President Mark Barie at the Belgian Corp Office in Wabash, IN. The following were present for the meeting: Mark Barie, Jim Carey, David Flickner, Matt Frieden, Jenna Hovermale, Gary Miller, Jack Peckinpaugh, Dean Woodbury, and Teresa Zube. Walter Schaefer Jr was not present.

Minutes were presented for approval from the December 4, 2015 board meeting.

Gary Miller moved to approve the minutes.

The motion carried unanimously.

Minutes were presented for approval from the December 5, 2015 board meeting.

Jim Carey moved to approve the minutes.

The motion carried unanimously.

Mark Barie led a discussion about the roles of a director. Page 5 of the bylaws was reviewed and revisions to the code of conduct were discussed.

Teresa Zube moved to table signing the code of conduct until the bylaws committee gets updates approved.

The motion carried unanimously.

Jenna Hovermale presented the basics of Parliamentary Procedure and provided some handouts for the board members to use as reference.

Old business:

Jenna Hovermale provided an update on the transition to bringing the accounting back to the office. All accounting will be transitioned in January. Jenna will handle all accounting and payroll using QuickBooks.

The DNA requirements were discussed. It was requested that Jenna Hovermale do some research on what other breed associations require and provide more information at the next meeting.

New Business:

Matt Frieden moved that Jenna look into attending the National Pedigree Livestock Council meeting.

The motion carried unanimously.

The booth events were discussed. The booth will be at Harrisburg, Gordyville, Topeka and Wisconsin.

Matt will order thank you gift for past board members Christina, Mike, and Duane and a thank you letter will be sent to Keith Woodbury.

Mark Barie appointed the following directors to committees:

- Scott Seymour to the NABC8 Committee
- Gary Miller to the National Show Committee
- Jim Carey, Matt Frieden, and Walter Schaefer Jr. to the Youth Board
- Teresa Zube and Gary Miller to the Bylaws Committee
- David Flickner to the personnel committee. Gary Miller, Jack Peckinpaugh and Walter Schaefer Jr also serve on the committee.
- Dean Woodbury to the publications committee. Matt Frieden and Jack Peckinpaugh also serve on the committee.
- Dean Woodbury and Jim Carey to the Hall of Fame Committee. Jim Richendollar and Steve Jones also need to be asked to serve on the committee.
- Gary Miller, Teresa Zube and David Flickner to the Merit Committee
- Matt and Sue Frieden to the Awards and Trophies Committee

Gary Miller nominated Teresa Zube for the National Show Committee. Teresa was elected to the National Show Committee unanimously.

The directors took time to work with office staff on learning the process for registrations and transfers. Jenna updated the group with issues they are having with the current registry system. Jenna will create a poster for the booth with information on filling out a registration form. Jack moved to send Jenna to Texas to collaborate with the AQHA and come back with ideas on improving office processes.

Motion carried unanimously.

The supplemental report from the annual meeting was reviewed.

Business being brought to the table at the annual meeting by members was discussed. The bylaws committee will come up with a proposed process on how to handle this in the future.

The current process for reimbursing board members for attending meeting was discussed. The current process includes being reimbursed for mileage and receiving a per diem.

Teresa Zube moved that the process be changed so that board members be reimbursed for mileage at the federal rate and the hotel rooms when receipts are submitted to Jenna.

The motion carried unanimously.

Jim Carey moved to eliminate the convenience fee for credit card payments received at the office.

The motion carried unanimously.

Gary Miller moved to send a copy of the 2015 review to the Canadian Belgian Association Board members.

The motion carried unanimously.

Mark reminded the board that there will be a benefit auction for the NABC8 at Gordyville after the preview. He requested that if anyone gets items to let him or Chad know.

The next Board of Directors meeting will occur on March 19, 2016 in the Topeka area. The meeting will start at 8am.

Jack Peckinpaugh moved to adjourn at 3:05 pm.

The motion carried unanimously.

Signed:

Jenna Hovermale

Secretary, Belgian Draft Horse Corporation of America