

**Belgian Draft Horse Corporation**  
**Board Conference Call**  
**August 18, 2020**

The conference call was called to order at 7:35 pm by corporation president Walter Schaefer, Jr. The following were present at the meeting: Levi Beachy, Lewis Biddle, Jim Carey, Matt Frieden, Larry Piergallini, Dean Woodbury, Teresa Zube, Michelle Keaffaber, and Jenna Hovermale. Corbly Orndorff was not in attendance.

Michelle Keaffaber was introduced as the new Chief Operating Officer of Belgian Draft Horse Corporation of America. She discussed her training so far and what Jenna has planned for a smooth transition.

Matt Frieden moved to elect Michelle Keaffaber as Treasurer/Secretary of the Belgian Draft Horse Corporation in place of Jenna Hovermale.  
Motion passed unanimously.

Walter Schaefer, Jr. and Michelle Keaffaber updated the board about the office. During COVID and our less busy time in the office, staff was able to alternate lay-off periods. This allowed us to decrease money spent on payroll. Jasmine and Leslie are currently back in the office full time. Paperwork is approximately 3 weeks out and they are preparing for a busy sale season.

Teresa Zube moved to allow Jenna to purchase her current laptop from the Belgian Draft Horse Corporation in the amount of \$125.00  
Motion passed unanimously.

Walter Schaefer, Jr. discussed Jenna Hovermale's adjustment in her schedule. Jenna has been taking paid time off (PTO) for 2 days a week and working in the office 3 days a week. The PTO would have been paid out by the corporation on her last day, but she has decided to exhaust all her current hours by Thursday, August 20<sup>th</sup>. When her PTO is exhausted Jenna will be moving into an hourly position versus her current salary position. She will be paid by the Corporation \$20.00 per hour. For the foreseeable future, Jenna will not exceed 2 days a week at her hourly rate. Once Michelle is trained more in her role, Jenna will move to 1 hour a week.

Teresa Zube moved to allow Jenna to work at \$20.00 per hour for the foreseeable future, but not to exceed \$10,000 in totality.  
Motion passed unanimously.

Board discussed the benefits of Michelle Keaffaber attending the Six Horse Classic Series World Finals in Shipshewana, Indiana from September 24<sup>th</sup>-26<sup>th</sup>. Jenna Hovermale also offered to attend the event on Thursday September 24<sup>th</sup> to assist Michelle in setting up the booth.

Teresa Zube moved to send Michelle Keaffaber to the Six Horse Classic Series World Finals on September 24<sup>th</sup>-26<sup>th</sup> in Shipshewana, Indiana and to send Jenna Hovermale to assist Michelle with Setup on September 24<sup>th</sup>.

Levi Beachy reminded the board of the 10% discount if ads for the 2020 Belgian Review are turned in by November 1<sup>st</sup>. The board discussed historical pieces that will be included in the 2020 Belgian review.

Jenna Hovermale clarified that each sale will have their own article within the Belgian Review. Teresa Zube discussed plans for the Merit Program within the 2020 Belgian Review.

Teresa Zube updated the board on plans for the 2024 NABC10. The Belgian Draft Horse Alliance is moving forward with a contract with Illinois State Fair grounds. Volunteers are needed for the planning committee.

Board discussed options for the Annual Meeting on December 4, 2020. Board members agreed they would not want a virtual meeting.

Larry Piergallini moved to have the Annual Meeting on December 4, 2020 to be relocated from Arcola, Illinois to Shipshewana, Indiana if the health regulations in Illinois will not allow the event to be hosted there as of present time.

Motion passed unanimously.

Larry Piergallini moved to adjourn meeting.

Motion passed unanimously.

Meeting adjourned at 8:42 pm.

Signed:

Michelle Keaffaber

Secretary, Belgian Draft Horse Corporation of America