



Board of Directors Meeting February 25, 2022

The meeting of the Board of Directors of the California State Rabbit & Cavy Breeders Association was called to order on February 25, 2022 in Merced, California at 5:18 PM by President Jennifer Milburn.

Present: Jennifer Milburn - President; Tracy Gouette - VP; Kathy Lugo - Acting Treasurer; Kelly Hinde - Secretary; Ray Stacy - District 2 Director; Joe Lugo - District 3 Director; and Sara Buchanan- District 4 Director as well as Past-President Dolores Morris.

Absent : District 1 Director Tessa Fraguglia.

The minutes of the 2021 meeting were presented and reviewed. Joe Lugo moved to approve the minutes as presented, the motion was seconded by Ray Stacy and the minutes were passed by a unanimous vote.

Jennifer Milburn presented the President Report. She noted that the convention judges were arriving that evening with some delayed due to weather travel delays. The association is making some progress on priorities that will be reported on later in the meeting. Due to the resignation of Nicole Brockreide as District 5 Director there is a vacancy and an apparent need to fill the Director seat for District 1 due to the absence of Tessa Fraguglia who also was not in attendance at the 2021 meeting.

Vice President Tracy Gouette had no report.

Kelly Hinde presented the Secretary Report. She noted that there was no correspondence. Website statistics were presented: 96% of visitors to the site are new or are viewing the site from new devices. Traffic to the site peaked prior to and just after the state convention over the last year. Over the past year we had 1,614 site sessions with 1,075 unique visitors who were on the site on average 3.8 minutes. Most visitors find the site through Google and the most visited page is the Convention page.

Also presented as part of the Secretary Report were membership statistics:

	2021	2022	Variance
Total Members	187	165	-22
Open Members	96	80	-16
Youth Members	89	83	-6

Members By District:

- **District 1** (*Alameda, Contra Costa, Humboldt, Lake, Marin, Mendocino, Napa, Solano, Sonoma, Trinity*) - Tessa Fraguglia - 51 members
- **District 2** (*Alpine, Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Lassen, Mariposa, Modoc, Mono, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Sutter, Tehama, Tuolumne, Yolo, Yuba*) - Ray Stacy - 38 members
- **District 3** (*Fresno, Inyo, Kern, Kings, Madera, Merced, Stanislaus, Tulare*) - Joe Lugo - 44 members
- **District 4** (*Monterey, San Benito, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Ventura*) - Sara Buchanan - 26 members
- **District 5** (*Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego*) - Open - 4 members

It was noted that we have had a member request to post sweepstakes standing to the website more frequently than annually and the Secretary will work with the Sweepstakes Chair in this regard. The Secretary brought to the boards attention that there were no cavy sweepstakes results to post due to the lack of sanctions for cavy shows in 2021.

Kathy Lugo, acting Treasurer in the absence of Scott Williamson who is recovering from a long illness, noted that she had received from Scott two large binders of records dating back many years. 2021 convention was hosted by CRCS; however, money due Cal State was for raffle. Follow-up will be made to ensure these funds were received. Kathy presented a report taken from records she received. A motion to approve financial report was made by Tracy Gouette, seconded by Ray Stacy and passed by a unanimous vote.

Kathy then presented the Sweepstakes Report in her role as Sweepstakes Chair. There was discussion of the status of sweepstakes and the process involved. A motion to approve the report was made by Joe Lugo, seconded by Sara Buchanan and passed with a unanimous vote.

District Reports:

- District 1 - Tessa Fraguglia - Not in attendance
- District 2 - Ray Stacy - Welcomed the Board to the convention held in his district. Ray expressed surprised on the lack of members from his district noted in the Secretary report.
- District 3 - Joe Lugo - Reported that overall show numbers aren't bad in his district as they move out of the RHD zone.
- District 4 - Sara Buchanan - Is beginning to go to rabbit shows and is working to become rabbit registrar.
- District 5 - Open Position

Committee Reports:

Show Committee: Convention will have new placement ribbons for youth exhibitors and cage tags for BOB/BOSB for all shows throughout the weekend. PM Graphix produced the awards for Cal State show on Saturday and rosettes were obtained for awards for Sunday's shows. The same awards are being presented for both rabbit and cavy. There was a report of judges' costs (fees, airfare and hotel). Cavies are done based on a budget in conjunction with Golden State Cavy Breeders Association. Jennifer will send report post-convention in conjunction with Kathy.

Scholarship Committee: Was chaired by Nicole Brockriede and recently no progress made in presenting scholarships. A new committee is needed. There was discussion of youth scholarships and reason for providing scholarships including supporting youth going to convention to represent the state in the youth contests. Further discussion of how to fund scholarships ensued particularly given the reduction of interest over the recent years which was intended to fund scholarships. Ideas included Sunday raffle to benefit the youth scholarship fund and potentially presenting large ticket item for raffle at other shows. It was discussed that the Scholarships would be awarded at annual General Membership Meeting. Jennifer Milburn appointed Kelly Hinde to chair the Scholarship Committee which will include Tracy Gouette and Sara Buchanan.

Tracy Gouette made a motion to provide travel scholarships to youth who qualify to represent the state at the current years ARBA National Convention. An amount, up to \$1,000 annually and determined by the board each year based upon the location of convention, will be shared by all youth that qualify and attend the ARBA Convention. The motion was seconded by Kelly Hinde and passed by unanimous vote.

Tracy Gouette made a motion to raise the amount of the annual academic scholarship from \$500 to \$1,000. The motion was seconded by Ray Stacy and passed by a unanimous vote.

Constitution Committee: Chair Tracy Gouette noted that they are working on revisions to be presented to the general membership for approval. The committee includes Jennifer Milburn and Sara Buchanan was also appointed to the committee at the meeting.

Old Business:

Copyright Infringement: The Secretary reminded the board that we had received a demand letter relating to an image that was used on the website. After research it was determined that it was a fraudulent claim and a letter refusing payment was sent. No payment was made and no further correspondence on the matter has been received.

Bonding: This is still an open issue, and the Secretary will research costs and report to the President so that bonds can be purchased for the Treasurer, Secretary, Sweepstakes Chair and Show Secretaries.

New Business:

2023 Convention: Discussion of dates and the best dates to increase entries and participation for both species. Joe Lugo moved to hold the 2023 convention on March 3, 4 & 5, 2023. The motion was seconded by Tracy Gouette and passed by a unanimous vote.

Open District 5 Director Seat: Jennifer Milburn has appointed Berlena Reynolds to this Director position.

Lifetime Member: Kelly Hinde made a motion to award Scott Williamson a lifetime membership in the association in accordance with the Constitution and Bylaws. Joe Lugo seconded the motion and the motion passed by a unanimous vote. A certificate will be created and sent to Dr. Williamson with the get-well cards being signed at the convention.

There being no other business to conduct for the good of the club Tracy Gouette made a motion to adjourn the meeting, it was seconded by Ray Stacy and the meeting was adjourned at 6:45 PM.

Respectfully submitted,

Kelly Hinde
Secretary