

**ARPA Board of Directors Meeting**  
**Special Meeting - Conference Call**  
*Minutes of January 22, 2018*

The meeting was called to order on Monday, January 22, 2018 at 7:30 pm EST by President Mike Reed

Roll call was done. Those in attendance were President Mike Reed, VP Brian Fairchild, Jim Jackson, Daniel Schmiesing, Kyle Young, John Rager, Chet Miller, Jeff Wilkins, and Kaye Gilbert. Absent were Teresa Jackson and JL Morrison.

Mike Reed asked for a motion for the agenda as presented. **Brian Fairchild made a motion to accept. A second was given by Jim Jackson. Discussion was held, vote was taken and passed.**

Special meeting was called to discuss the replacement of the Executive Secretary as Kaye Gilbert has given notice. Discussion was held regarding the position being kept as is or would become split with someone else to do the journal.

Mike Reed asked that a Search Committee be formed to work on the job description, recruit applicants. Kyle Young made a motion to form a committee of three (3) board members as a Search Committee. A second was given by Dan Schmiesing. Discussion was held regarding ex-officio members. Kyle amended his motion to include ex-officio members. A vote was held for the amendment and passed. A vote was then held on the amended motion. Motion passed.

Mike Reed asked for volunteers for the committee. Volunteers are Brian Fairchild as chair, Chet Miller and John Rager. Committee would have a deadline to give them reasonable time to interview candidates. Deadline was set for February 18 for applicants. Discussion was held regarding having a meeting at the Kentucky Beef Expo with the Search Committee bringing their recommendations to the board at that time. It was decided a meeting would be held Friday, March 2 at 6:00 pm eastern.

John Rager felt there should be an ad in the journal. All were in agreement.

Kaye Gilbert then gave specifics of the Constant Contact software. Up to this point, she had been using her account as it was no additional cost for ARPA to have newsletters sent to her or to ARPA. With her resignation, she was asking the board if they wanted to continue the e-Newsletter and if so a Constant Contact account would need to be set up. Kaye presented the options and costs. Dan Schmiesing made a motion to sign up for the simple plan and pay for a year. A second was given by Jim Jackson. Motion carried.

**Dan Schmiesing made a motion to adjourn. A second was given by Jeff Wilkins. Motion passed.**