

North Dakota Red Angus Association

June 14, 2023

Board of Directors Meeting

8:30 PM CST

Zoom Conference Call

MINUTES

Present: Sam Twedt, Bryan Ressler, ~~Scott Kueffler~~, Chuck Steffan, Annette Steffan, Chris Wasem, Ryan Clementson, ~~Ben Lodeen~~, Rick Rohrich

1.0 Call Meeting to order

2.0 Roll Call

3.0 Secretary Report

3.1 Minutes from November 2022 board meeting submitted by Karissa Daws

Motion: Chris Wasem moved to approve the minutes of the November 28, 2022, board meeting with notation that Karissa Daws, past Secretary did not sign her submitted minutes.

Second: Rick Rohrich

Minutes approved as submitted by Karissa Daws

3.2 Minutes from December 2022 board meeting submitted by Karissa Daws

Motion: Ryan Clementson moved to approve the minutes of the December 8, 2022, board meeting with notation that Karissa Daws, past Secretary did not sign her submitted minutes.

Second: Rick Rohrich

Minutes approved as submitted by Karissa Daws

3.3 Minutes from June 8, 2023, Board Meeting

Motion: Bryan Ressler moved to approve the minutes of the June 8, 2023, board meeting as submitted by Co-Secretary/Treasurer, Annette Steffan.

Second: Rick Rohrich

Minutes approved as submitted.

4.0 Treasurer Report

4.1 EIN IRS tax certification: Annette has sent form 8822-B (Change of Address or Responsible Party-Business) to IRS.

"If you are an entity with an EIN and your responsible party has changed, use of this form is mandatory. Otherwise, use of this form is voluntary. You will not be subject to penalties for failure to file this form. However, if you fail to provide the IRS with your current mailing address or the identity of your responsible party, you may not receive a notice of deficiency or a notice of demand for tax. Despite the failure to receive such notices, penalties and interest will continue to accrue on any tax deficiencies.

4.2 ND Secretary of State: Annette Steffan reported that the new pin was received via USPS on June 14, 2023. The password will be changed by June 16, 2023.

- 4.3 Close of old checking account. Sam Twedt reported that Scott Kueffler closed the account at Union Bank in Michigan ND on June 9, 2023. Sam went to the bank and received a cashier's check which he in turn sent to Chuck and Annette Steffan, priority mail. He also collected statements going back to 2021. A final statement will be sent to Chuck and Annette Steffan.
- 4.4 Cornerstone Bank Checking Account: Annette Steffan has started the paperwork on the new checking account at Cornerstone Bank. Sam Twedt, Bryan Ressler, Chuck Steffan, and Annette Steffan will be signers and will have to submit a photo ID and will get a notice from the bank to sign the signature cards electronically.
- 4.5 CD at Dakota Community Bank: Annette Steffan reported that she did not get the time to check into the CD at Dakota Community Bank.
- 4.6 Financial Review Status: Ben Lodoen was absent from the meeting, therefore no report.
- 5.0 Committee Assignments:
 - 5.1 NDJRAA Portfolio: Annette Steffan
 - 5.2 By-Laws Portfolio: Bryan Ressler & Annette Steffan
 - 5.3 National/Regional/State Events Portfolio: Chris Wasem & Rick Rohrich
 - 5.4 FCCP Sales Portfolio: Sam Twedt
 - 5.5 Sale Portfolio: Ryan Clementson & Scott Kueffler)
 - 5.5a 25th NDRAA Sale Anniversary: Annette will talk to Kenny Forster about NDRAA sale history.
 - 5.6 Fundraising Portfolio: Ben Lodoen
 - 5.6a Donation Heifer Raffle Permits: Annette Steffan will check with the city of Mandan to get permit for donation heifer raffle permit.
- 6.0 Old Business
 - 6.1 State Sale and Annual Meeting (December 7-9, 2023)
 - 6.1a Annual Meeting Headquarters are the Bismarck Convention Center
 - 6.2 ND Stockman Convention: Bryan Ressler submitted the 2023 NDSA Allied Industries Agreement. It appears that NDRAA is a bronze convention sponsor for \$750.
 - 6.3 Affiliated Grant Program: Annette Steffan requested from the RAAA what was applied for. Receipts have not been submitted so Annette will contact NDSA to get receipts on the programs that were approved for the Affiliated Grant.
 - 6.4 The "Demand" Letter to Karissa Daws was sent certified mail and by mail. The receipt says the letter will be delivered by June 16, 2023
- 7.0 New Business

- 7.1 NDJRAA: Annette Steffan reported that the NDJRAA State Show will be Tuesday, July 25, 2023, at the ND State Fair, Minot ND.
- 7.2 ND Stockman Ads:
Motion: Chris Wasem moved to approve the following ND Stockman Magazine ad schedule.
Second: Ryan Clementson
Motion Carried
- 7.2a Schedule for ad targets:
- January: Recap from Annual Meeting and State Sale
 - February: Bull Sales
 - March: Bull Sales
 - April: NDJRAA Field Day
 - May/June: County Buckle Program
 - July: County Buckle Program
 - August: State Fair Results
 - September: Feeder Calf
 - October: Feeder Calf
 - November: State Sale
 - December: Red Angus Cow & Christmas and Happy New Year
- Action:** Annette will give Tracey the target ad schedule.
- 7.3 ND State Fair: There will be a in person board/association meeting at the ND State Fair on Tuesday, July 25, 2023, in the morning before the NDJRAA State Show. The purpose of the meeting will be to hand out proposed by-laws, discuss the 25th Anniversary sale and to get a board of director photo. Annette will email a meeting notice and/or letter to the membership listed in the 2023-2024 NDRAA directory.
- 7.4 Website: Annette Steffan will contact Ranch House Designs to restart the process of setting up the NDRAA website.
- 7.5 Facebook: Sam Twedt will update who can post on the NDRAA Facebook page. It was suggested that current board members should be able to post on the NDRAA Facebook page. Post must promote the Red Angus breed and should not be self-ranch promoting.
- 7.5 National Red Angus Convention Sponsor
Motion: Ryan Clementson moved to be a bronze sponsor (\$3000) for the 2023 National Red Angus Convention to be held in Denver CO.

Second: Chris Wasem

Motion Carried.

Action: Annette Steffan will let Tracey know of NDRAA intention to be a \$3000 Sponsor.

7.6 Credit Certificates to be given in 2023.

Motion: Ryan Clementson move to give away 2 (two) \$500 (five hundred) dollar credits for the 2023 State Sale at the National RAA Convention, and 1 (one) \$500 (five-hundred) dollar credit for the 2023 State Sale at the 2023 ND Stockmen's Convention.

Second: Bryan Ressler

Motion Carried.

Action: Annette will contact Tracey to make certificates.

7.6 County Buckle Program: Annette Steffan reminded the board that if they know any youth that has won a Grand or Reserve Champion Overall Female or Market at the youth's county fair to please let her know.

7.7 Annual Mtg

7.7a It is a directory year. Ryan Clementson volunteered to be the Auctioneer.

7.8 Photo Contest: Annette Steffan reported that Tracey Koester would be willing to conduct the photo contest. Annette will find out what is needed for prizes.

8.0 Other Business

8.1 By-Law Committee: Annette Steffan will email Bryan Ressler, Robert Campbell, Kenny Forster, Marc Schrieffer and herself the proposed by-laws for the committee to review. It is suggested that the committee hold a Zoom meeting to review the proposed by-laws to get the process going. Tom Brink, RAAA CEO and Steve Koester, RAAA President had offered the legal team at the RAAA to review the by-laws for proper wording.

9.0 Next Meeting Date:

9.1 NDRAA membership/board meeting, July 25, 2023

9.2 Next board Zoom meeting will be determined after the by-laws committee meets.

10.0 Adjourn

Motion: Chris Wasem moved to adjourn the meeting

Second: Ryan Clementson

Motion Carried.

Action: Meeting adjourned.

Respectfully submitted.

Annette Steffan
Co-Secretary/Treasurer

Chuck Steffan
Co-Secretary/Treasurer