

Minutes

American Aberdeen Association Board Meeting

July 7, 2026

Zoom Meeting

Members present: David Shockey, Rob Fanning, Colton Tom, Darwin Engelkes, Jillane Pike, Renae Stentz, Jan Effertz.

The meeting was called to order by Darwin Engelkes at 6:32 PM.

David Shockey moved to accept the minutes of the May 26, June 5 and June 11 meetings, second by Colton Tom. Motion carried.

Jan Effertz reported she has done some fact finding with the assistance of Jake Renner and recommended some action by the board.

Since NCBE has taken over, non members are allowed to complete registration and transfers without payment. They are also allowed to have a password and do online registrations and transfers. Members are allowed to complete work including DNA orders without paying. Invoices are sent at the end of the month by mail and also by email for credit card payment options. Registration work is mailed out weekly.

Receivables are \$15,474 as of June 30. \$3901 is past 60 days. Total receivables are junior members \$659, non members \$3380.50, active members \$11,434.52 (includes a large amount for an auction item from Denver that is still unpaid)..

The NCBE programmer said we could theoretically integrate PayPal into the registration system but he doesn't know the cost. Except for one association (Charolais), their programmer has never set up a paywall because the other associations he works with do not want to pay credit card processing fees. Jake is going to check with the programmer to see if we could integrate our Quick Books credit card system with the registration system so breeders could pay immediately when they do their registration work. Charolais's system ties directly to their bank and was very expensive to set up.

Breeders can pay by calling the office with a credit card or by keeping a credit balance in their account. NCBE does not want to keep credit cards on file due to liability and security issues.

Jake said using a pre order system for DNA would cut office time devoted to DNA in half. It would also speed up getting results because samples would not need to be mailed to the AAA office. Our members would still be able to send DNA to the office if they wanted to. He could ask the programmer to add that option to the AAA registration system and it would cost us \$80 per hour to do so but the programmer has done it with other associations so he knows how to do it.

David Shockey made a motion to establish the rules recommended by Jan Effertz, second by Rob Fanning:

1. Require payment before DNA work is submitted to Neogen
2. Require payment before non member work is processed.
3. Send out invoices weekly
4. Lock all breeder accounts over 60 days past due until they are paid in full.
5. Establish a procedure to collect past due accounts, calling, letter, collections.
6. Allow only members to access the online registration system
7. Set up the DNA pre order system and ask Jake to include associated costs in the new contract so we are not paying more for it.
8. Allow only members to register cattle.

Motion carried.

There was a lengthy discussion of the new fee structure proposed by NCBE. The board recognizes the fees initially charged by NCBE were low. The proposed fees are significantly higher. The board expressed reluctance to look for another firm to manage our association. The idea of sharing one full time employee with another association so that our phones are answered during a complete business day, 5 days a week is much better than going to part time service. Our contract with NCBE expires in November and a fee increase then seem inevitable, we have some input into the changes now.

The board expressed several concerns:

- Our fees will nearly double and we are still not getting information we have been requesting for months.
- Our president and treasurer need access to QuickBooks and timely financial reports.
- There should not be a charge for extra hours for work done to catch up work and reports that are not completed.
- Concern about being billed for extra hours beyond our 20 hours per week. The contract says there is no carryover for hours without knowing what our ebb and flows are. How are hours logged?
- We need a better definition of operating and financial reporting.
- Getting our Dam and Sire of Merit program operational is important and should be included in the performance section of the proposal.
- In evaluating the proposed tier levels, Rob Fanning pointed out that the full time tier of \$5500 per month is less than the proposed 20 hours tier of \$3750 to be paid by each of two associations. He suggested trying to negotiate. (Prior to the end of the meeting, Jake Renner texted Darwin and told him it would take a more expensive employee to handle the business of two associations.)
- Ask for a two year commitment so we know what our cost will be.
- Provide DNA pre order at no additional cost.
- Except for the slow response with our financials, customer service with NCBE has been good. Brianna has been terrific – the board hopes they hire someone as good.

- Getting our financial reports up to date is vitally important so we can pursue promotion and increase membership.
- DNA pre order will save time and will offer the staff some flexibility in terms of coming to the office.
- It would be nice to be able to pull out DNA expense from registry expense so we can evaluate what DNA is costing us.
- It is likely that our fees are going to go up when our contract expires in November and at least now we have some negotiation power.

Renae Stentz made a motion, seconded by Rob Fanning to pay a monthly retainer between \$3000 and \$3750 per month as negotiated by Darwin Engelkes. The contract should be for two years and should include the pre order DNA system. NCBE will not charge us extra for any catch up work that needs to be completed.

Motion carried unanimously.

The board should start thinking about a newsletter, we need to talk about the rule changes made tonight, we can use great photos from junior nationals, put links to the website in the newsletter.

Jan Effertz reported the changes to the Junior bylaws proposed by the board were passed at junior nationals and are now posted on the website.

Rob Fanning reported that if we do a National Sale, Jan Effertz will need help with the show program and lining up show cattle because she will be working on the sale. The board discussed hiring Jake Renner to help with check in and the show program. We need someone with experience running a show. We also will need some volunteers. .

Rob will check with the NWSS regarding the sale deposit of \$2500 and if it is refundable if enough quality cattle are not entered in the sale. Jan Effertz said she and Neil are very committed to being innovative and creative with sale promotion to be economical yet effective. The schedule is good for a sale this year with nothing else scheduled for Monday.

David Shockey made a motion to adjourn at 8:15 pm.

Respectfully submitted,
Jan Effertz